

TRANSFERS MADE EASY FOR DEALERS

1. If you are transferring a vehicle licence to another owner you are required to complete this form and forward the Seller's Copy (the blue copy) to Driver and Vehicle Services, GPO Box R1290, PERTH WA 6844 within 7 days of the sale or a \$100 infringement may be issued.
2. Make sure that all relevant details are completed on the form. Both you and the purchaser are required to complete and sign the form.
3. You are required to forward or hand the Purchaser's Copy (the red copy) together with the current licence papers to the purchaser.
4. Once lodged, Driver and Vehicle Services will invoice the purchaser for the vehicle licence duty and transfer fee.
5. The onus is on the purchaser to ensure that an approved immobiliser is installed. If an approved immobiliser is installed, please supply to the purchaser any information about the immobiliser as a courtesy.
6. If you are disposing of a vehicle that is licensed at concession rates, you should advise the new owner of the concession and possible charges.
7. Where details have not been completed you may be contacted by telephone to confirm vehicle details.

DEFINITIONS

Purchase Price

The purchase price, in respect of a vehicle, includes any of the following —

- (a) an amount allowed by the seller on a trade-in or an exchange of any article;
- (b) an amount paid to the seller for anything included with or incorporated into the vehicle;
- (c) an amount paid to the seller for the preparation of the vehicle for delivery to the purchaser.

Dutiable Value

The term 'dutiable value' is defined by Division 5 of the *Duties Act 2008*. The following interpretation is provided **as a guide only**.

WARNING: A seller or purchaser who understates the purchase price or dutiable value of a vehicle or who provides information which is false in a material particular (important details) commits an offence under the *Duties Act 2008* and is liable to a penalty of \$20,000. The seller and the purchaser are liable for the payment of the amount of shortfall of vehicle licence duty to the extent of the amount understated, together with a penalty of 100% of that duty.

Certain New Vehicle

The dutiable value of a new vehicle (motor car, motor wagon or motorcycle that is designed primarily to transport people or goods) is the price fixed (list price) by the manufacturer, importer or principal distributor as the retail selling price in Western Australia of a vehicle of that make and model; and for each optional feature in or of the vehicle, the additional amount fixed by the manufacturer, importer or principal distributor for retail sale in Western Australia of the optional feature.

The retail selling price of the vehicle or optional features is taken directly from the price fixed by the manufacturer, importer or principal distributor.

Where there is no price fixed by the manufacturer, the dutiable value is the amount that the vehicle might reasonably be sold for in the open market.

Charges embedded into the list price of the vehicle, such as fixed order and transportation costs when purchasing a vehicle directly from the manufacturer, will still form part of the dutiable value.

List Price

Means the price that has been fixed by the manufacturer, importer or principal distributor as the retail selling price in Western Australia of a vehicle of that make and model.

Optional Features

An optional feature is any particular kind of transmission in a vehicle (e.g. automatic), any kind of engine in a vehicle (e.g. a V8 engine), or any other feature in or of a vehicle prescribed by the regulations, that is not a standard feature of a vehicle of that make and model.

The price of other features or accessories that are not defined as optional features (including, but not limited to: window tinting, sound system speakers, mag wheels, paint, rear spoilers, fabric and rust protection) should not be added.

Other Vehicles

The dutiable value of other vehicles that are not new vehicles is the amount for which the vehicle might reasonably be sold, free of encumbrance, in the open market. This is generally the purchase price of the vehicle where the parties are unrelated and unaffiliated (independent parties). The dutiable value includes the value of any accessories fitted onto the vehicle at the time of licence grant or transfer.

NOTE: Vehicles which are gifted or where ownership is transferred to another person for no monetary gain need to have an amount provided for which the vehicle might reasonably be sold, free of encumbrances, in the open market (i.e. its dutiable value).

Garaging Address (base of operation):

In accordance with section 5(3)(d) of the *Road Traffic (Vehicles) Act 2012*, a vehicle licence cannot be granted or transferred unless the vehicle is kept primarily in Western Australia (i.e., garaged in this State). You may be required to produce documentary proof of this.

POSTAL ADDRESS

Driver and Vehicle Services
GPO Box R1290
PERTH WA 6844

FOR ENQUIRIES

Website: www.transport.wa.gov.au/dvs
Telephone: 13 11 56
Facsimile: 1300 669 995

The information you supply on this form may be disclosed to other government agencies where provided for in legislation. The Chief Executive Officer of the Department of Transport also releases aggregated statistical information to third parties. However, your personal identifying information will not be released to these persons without your explicit consent.

WHAT THE PURCHASER HAS TO DO

1. When purchasing a licensed vehicle you must complete this form together with the seller of the vehicle. The seller is required to forward the Seller's Copy (the blue copy) to Driver and Vehicle Services (DVS), and give you (as the purchaser) the Purchaser's Copy (the red copy) and the current licence papers. The purchaser must submit this copy either in person at a DVS Centre or agent, or by mail to the address at the foot of this page, within 14 days of purchasing the vehicle. Failing to do so may result in a penalty. Failure to pay the vehicle licence duty and transfer fee within 28 days of the invoice being issued may result in an infringement of \$100.
2. The invoice may be paid by BPAY® (contact your bank or financial institution for further information), by credit card using DVS's Phonepay 1300655322, by mail (GPO Box R1290, PERTH WA 6844), in person at any metropolitan Post Office, participating country Post Office, DVS centre, regional Department of Transport office or agent (cash, cheque or EFTPOS).

A vehicle can only be licensed in the name of an individual (natural person), corporate company, incorporated body or any other body that is recognised as a legal entity. If the vehicle is jointly owned, a Proof of Identity form must be completed and signed nominating a licence holder. Proof of Identity forms may be obtained online at www.transport.wa.gov.au/dvs.

IMMOBILISER REQUIREMENTS

The purchaser of the vehicle is responsible to ensure that an approved immobiliser is installed. Vehicles that are 25 years or older, vehicles that have a tare weight over 3,000 kg or a GVM or aggregate weight over 4,500 kg, motorcycles and some farm vehicles are exempt from the fitment of an immobiliser.

An approved immobiliser is:

- 'Factory fitted' (i.e. fitted at the time of manufacture). The vehicle owner's handbook should confirm this.
- Self arming (i.e. devices which automatically arm themselves without any assistance from the driver) and prevents the vehicle from being started.

If you are unsure about whether the vehicle immobiliser installed is approved, check with your nearest authorised installer, visit www.transport.wa.gov.au/dvs or call DVS on 13 11 56.

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PENSIONER CONCESSION CARD ENQUIRIES

If you are the holder of a Pension Concession card issued by Centrelink or Department of Veterans' Affairs or a WA Senior's Card and a Commonwealth Senior's Health Card holder, you may be eligible for a concession on your vehicle or driver's licence. For further information please call DVS on 13 11 56.

GARAGING ADDRESS (BASE OF OPERATION)

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DOES THE VEHICLE HAVE MONEY OWING ON IT?

The Personal Property Securities Register (the PPSR) is the register where details of security interests in personal property can be registered and searched. The Insolvency and Trustee Service Australia (ITSA) is the Australian Government agency responsible for administering the PPSR.

The PPSR can advise you if money is owed on a licensed second-hand car, motorcycle or self-propelled farm vehicle. Research has shown that one in five PPSR checks reveals the vehicle to be financially encumbered. In nearly half the cases, the purchaser wasn't aware of it.

By doing a PPSR check, you can avoid the risk of your vehicle being repossessed. The PPSR can also improve your chances of knowing if a car on offer is stolen. Buyers purchasing vehicles from licensed motor vehicle dealers do not need to use the PPSR.

To do a PPSR check, write down the vehicles plate number, engine number and chassis/VIN number and visit www.ppsr.gov.au for an online search or call 1300 007 777. Please phone between 6:00 am to 6:00 pm AEST Monday to Friday and 7:00 am to 1:00 pm Saturday and Sunday (including public holidays).

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FOR TRANSFER AND IMMOBILISER ENQUIRIES

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