



Road Vehicle Standards

Tips—Submitting second stage of manufacture vehicles to the RAV

Here are some tips to help you make successful submissions of second stage of manufacture (SSM) vehicles to the Register of Approved Vehicles (RAV).

For a successful SSM vehicle submission, ensure that:

- the base vehicle that was modified is on the RAV, this should happen before the modification commences
- the RAV submission contains the right RAV entry pathway
- the make and model exactly match your approval details
- you don't include a space () before or after your make or model
- you have paid the RAV entry charge, unless you have a [written agreement](#) with the department to pay on invoice.

If your submission has been rejected, check the error email message from the RAV to find out why.

The error message usually gives you the reason and will guide you towards the information you need to fix for the submission to be accepted.

How do I find out whether the base vehicle is on the RAV?

You can check this by entering the Vehicle Identification Number (VIN) in the [Register of Approved Vehicles Search](#).

If you have successfully submitted your RAV entry but the VIN is not visible on the RAV public search within 24 hours, sign in to ROVER and check 'Active payments' on the 'Payments' tab. If you have not paid the RAV entry charge, the vehicle will not be entered on the RAV.

Once you pay any outstanding RAV entry charges, the RAV submission will be published.

Hint: If the department has accepted your [written agreement](#) to become a pre-approved RAV submitter, this will be visible in the RAV submitters tab of your 'Account' page in ROVER. If you can still use the tab to make RAV entry payments, this means your pre-approved RAV submission status is not yet active.

If you want to get your vehicle entered on the RAV now, you should use the 'Payments' tab to pay the RAV entry charge. Otherwise, [contact](#) the department about your **pre-approved RAV submitter status**.

What happens if I hold a vehicle type approval and have given authority to someone else to enter the SSM vehicle on the RAV?

The approval holder is responsible for all activities under the approval. When authorising someone else to enter a SSM vehicle on the RAV, that entity must be aware of the need to provide accurate details on the RAV.

Where an error has occurred, it is a condition of the approval that you notify the department as soon as practicable. It is also your responsibility to rectify the error through ROVER.

How do I enter a MVSA IPA plated vehicle on the RAV?

If you have confirmed that the new vehicle (base vehicle) has a *Motor Vehicle Standards Act 1989* (MVSA) identification plate but does not have a RAV entry, then enter the vehicle on the RAV as 'Type approval – standard' or 'Type approval – non-standard' – whichever is applicable for your circumstance.

Further information

For further information, please visit the department's [website](#) or submit an [online enquiry](#).