



CIRCULAR 0-3-2

IDENTIFICATION PLATES AND APPROVED SUPPLY TO THE MARKET VEHICLE PLATES

1. INTRODUCTION

- 1.1 This circular sets out the preferred administrative arrangements for the placement of identification plates and supply to the market vehicle plates on road vehicles.
- 1.2 The *Motor Vehicle Standards Act 1989* (the Act) defines identification plates as plates declaring the status of new road vehicles in relation to the national standards, and approved to be placed on new vehicles of that type or description under procedures and arrangements provided for in subsection 10(1) of the Act.

Note 1: In practical terms, identification plates placed on new vehicles indicate that the Administrator of Vehicle Standards (the Administrator) has issued an Identification Plate Approval (IPA) for new vehicles of that type under Section 10A of the Act.

Note 2: Identification plates were formerly known as compliance plates.

Note 3: Examples of identification plates are shown in Attachment 1.

- 1.3 Subsections 14A(1)(a) and 16(2) of the Act provide an avenue for the Administrator to approve the supply to the market of nonstandard vehicles i.e., vehicles that do not comply with all the applicable ADRs and used imported vehicles that do not have a used import plate fitted.
 - 1.3.1 The conditions on an approval granted under subsection 14A(1)(a) of the Act may require the approval holder to place a nonstandard vehicle plate on new nonstandard vehicles for supply to the market in unlimited numbers.
 - 1.3.2 The conditions on an approval granted under subsection 16(2) of the Act may require the approval holder to place a used imported trailer plate on used imported vehicles that do not have a used import plate, for supply to the market in unlimited numbers.

Note 4: Examples of supply to the market nonstandard vehicle plates are shown in Attachment 2.

Note 5: An example of supply to the market used imported trailer plate is shown in Attachment 3.

Note 6: The procedures for applying for a standard or nonstandard vehicle approval for new motor vehicles and new trailers are published in Administrator's Circular 0-3-4 – Certification Procedures for New Motor Vehicles and Administrator's Circular 0-3-6 – Certification Procedures for Trailers respectively.

Note 7: The procedures for applying for a subsection 16(2) approval for a used imported trailer are published in Administrator's Circular 0-4-29 – Motor Vehicle Standards Act subsection 16(2) Approval Scheme for a Used Imported Trailer.

- 1.4 Identification plates and supply to the market vehicle plates can either be metal plates or adhesive labels, both of which contain information relating to the description of the vehicle, its date of manufacture, its vehicle identification number (VIN), the approval number allocated by the Administrator and the vehicle category.
 - 1.4.1 Adhesive labels may only be placed on new motor vehicles approved to be supplied to the market in unlimited numbers.
 - 1.4.2 Only metal plates can be placed on trailers.

2. APPLICABILITY

- 2.1 This circular applies to all holders of IPAs, supply to the market nonstandard vehicles approvals issued under subsection 14A(1)(a) of the Act and approvals issued under subsection 16(2) of the Act for used imported trailers.

3. DEFINITIONS

- 3.1 The Manufacturer is the name of the person or company who accepts responsibility for the vehicle's compliance with the Australian Design Rules (ADRs) and to whom the IPA is issued.
- 3.2 The Approval holder is the name of the person or company to which the IPA or approval under subsection 14A(1)(a) or subsection 16(2) of the Act is granted.
- 3.3 Nonstandard means not complying with the applicable ADRs.
- 3.4 The Date of Manufacture for new vehicles is the date the vehicle is available in Australia in a condition which will enable a '*Compliance plate*' to be lawfully affixed to the vehicle.
- 3.5 The Vehicle Identification Number (VIN) is the number quoted on the '*Compliance plate*' that uniquely identifies the vehicle and sets it apart from similar vehicles. This number shall correspond to the identification number of the vehicle which is permanently recorded elsewhere on it.

Note 8: For the purposes of this circular the '*Compliance plate*' can be the identification plate or nonstandard vehicle plate or used imported trailer plate.

- 3.6 Gross Vehicle Mass (GVM) is the maximum laden mass of a motor vehicle as specified by the Manufacturer.
- 3.7 Aggregate Trailer Mass (ATM) is the total mass of the laden trailer when carrying the maximum load recommended by the manufacturer. This will include any mass imposed on the drawing vehicle when the combination vehicle is resting on a horizontal supporting plane.
- 3.8 The Seating Capacity is the number of seated adult persons which the vehicle is designed to carry and for which seating positions are provided.
- 3.9 The Vehicle Category is a two-character vehicle category code for each vehicle, used to designate the relevant vehicles, as represented by the ADRs, and in related documentation.
- 3.10 A used imported trailer plate is a plate approved to be placed on a used imported trailer pursuant to an approval granted under subsection 16(2) of the Act. This is not the '*used import plate*' defined in section 5 of the Act.

Note 9: For the purposes of this circular, identification plates, nonstandard vehicle plates and used imported trailer plates will henceforth be referred to as approved plates unless otherwise specified.

4. PLACEMENT OF APPROVED PLATES ON VEHICLES

- 4.1 The approved plate or adhesive label should be placed on the body part of the vehicle in a position where it is not exposed to accident damage or disfigurement and can be readily examined. The body part to which the plate or label is placed should not usually be subject to replacement in the event of an accident. Commonly used locations for placing the approved plate or label include the following:
- For passenger cars and bonneted trucks, the approved plate or adhesive label is generally positioned on the panel separating the front compartment from the passenger compartment, on a front suspension tower or on an engine compartment side deck.
 - For cab over engine trucks, the approved plate or adhesive label is generally located in the passenger compartment on the inner panel rearward of the driver's or passenger's door.
 - For forward control passenger vehicles and vans, the approved plate or adhesive label is generally positioned within the passenger compartment in the front passenger's footwell area.

- For motor cycles and mopeds, the approved plate or adhesive label is generally positioned on the steering head.
- For trailers, the approved metal plate is preferably positioned on the front vertical face of the trailer (adjacent to the trailer brake line couplings if appropriate) or on an inward facing vertical face of an A-frame draw bar where fitted.

4.2 Approved metal plates must be placed on the vehicle by either welding or riveting or otherwise permanently attached in a readily visible position.

5. LAYOUT AND FORMATTING OF PLATES

5.1 The approved plates in the form of adhesive labels should meet the following.

- 5.1.1 Be placed on the vehicle in the position specified by the approval holder on the application form for IPA or subsection 14(A)(1)(a) approval.
- 5.1.2 Be designed to last the life of the vehicle in the position on the vehicle to which it has been placed.
- 5.1.3 Contain the VIN in readable text. A VIN barcode should be included in the label. The format of the bar-coding should be made available for inspection by Departmental officers when requested.
- 5.1.4 The manufacturer should replace any label found to be defective.

Note 10. A replacement adhesive label or a letter of compliance may be provided where a lost or accidentally damaged label can be proven.

- 5.1.5 Removal of the label should cause the label to self-destruct by tearing or rendering the text on the label illegible.
- 5.1.6 The removal of the label should discernibly alter the appearance of that area of the part where the label was placed by leaving residual parts of the label or adhesive in that area, so that investigators will have evidence that a label was originally present.
- 5.1.7 Alteration of the VIN on the label should leave traces of the original VIN or otherwise visibly alter the appearance of the label material.
- 5.1.8 The label and the text should be resistant to counterfeiting.
- 5.1.9 The logo or some other unique identifier of the vehicle manufacturer should be placed in the material of the label in a manner such that alteration or removal of the logo visibly alters the appearance of the label.

Note 11. Approved plates which meet the guidelines of this circular are generally recognised by the State and Territory registering authorities.

5.2 Drawings of the approved plates showing the information to be included on the plates are included in Attachments 1 to 3.

- 5.2.1 The dimensions of the approved plate, size and style of lettering, and method of providing information in relief, i.e., embossed, indented or etched may differ from the drawings in the Attachments.
- 5.2.2 The information required on approved metal plates must be embossed, indented etched or engraved so as to provide the information in relief.
- 5.2.3 The pre-printed non-variable information should be of the format illustrated.
- 5.2.4 The manufacturer's part number may be included on the bottom or side edges of the plate only and provided that the character height does not exceed 2.5mm.

5.3 The variable information to be marked on the approved plate should meet the following.

- 5.3.1 Minimum character height of 2.5mm.

- 5.3.2 The characters should be properly aligned.
- 5.3.3 The VIN should be shown on one line without blank spaces between characters.
- 5.3.4 The GVM in kilograms for all vehicle categories except for passenger cars, forward control passenger vehicles, off-road passenger vehicles, motor cycles or mopeds and trailers.
- 5.3.5 The ATM in kilograms for all trailer categories.
- 5.3.6 The 'build date' on the used imported trailer plate is the original build date of the trailer.
- 5.3.7 The 'approval date' on the used imported trailer plate is the date the subsection 16(2) approval is issued to the approval holder.
- 5.3.8 The words 'Road Train Trailer' or 'This vehicle is fitted with Antilock Brakes complying with ADR38/01' specified in clauses 8.1.4 and 8.1.6 of ADR61/02 if applicable to the used imported trailer.

Note 12. The Administrator reserves the use of certain colours for particular purposes; for example green for vehicles supplied to the market in limited numbers or blue for certain trailers.

6. APPROVED PLATES SUPPLIER

- 6.1 Full volume new motor vehicle approval holders may source blank metal plates from either the Department of Infrastructure and Transport (DIT) authorised plate supplier or other suppliers.
- 6.2 The DIT authorised plate supplier is the sole supplier of all approved plates placed on trailers.
- 6.3 The DIT authorised plate supplier is the sole supplier of all approved plates placed on motor vehicles supplied to the market in limited numbers.

Note 13: A signed copy of the subsection 16(2) approval certificate should be supplied to the DIT authorised plate supplier when requesting the issue of a used imported trailer plate.

7. PAYMENT OF FEES for placing identification plates and nonstandard vehicle plates on new motor vehicles supplied to the market in full volume

- 7.1 In accordance with Regulation 60 and items 1 and 2 of Schedule 2 of the Motor Vehicle Standards Regulations 1989 (the Regulations), all holders of IPAs for new motor vehicles supplied to the market in Australia in full volume are required to pay a fee for the placement of an identification plate on each new vehicle.

7.1.1 The amount of fee for each item is listed in Schedule 2 of the Regulations.

Note 14: In practice, this means that IPA holders are liable for a fee for each new motor vehicle manufactured or imported into Australia that has been fitted with an identification plate, signifying that the vehicle complies fully with the type covered by its IPA.

- 7.2 Each full volume IPA holder must provide to the Administrator by the first week of each month the number of new motor vehicles it has placed an identification plate in the preceding month.

7.2.1 The template in Attachment 4 may be used for providing this information. It is available on request from Departmental officers.

- 7.3 An invoice will be issued to each IPA holder in the second week of each month for the fees payable for the preceding month, based on the information received in accordance with clause 7.2.

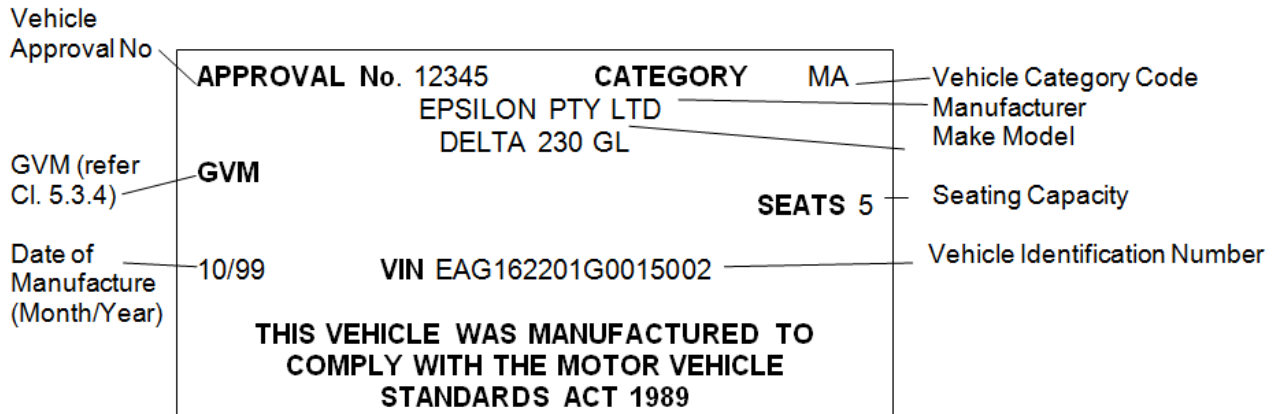
7.3.1 IPA holders are responsible for arranging the payment of the invoiced amount within 30 days of the date of the invoice. Payments can be made by electronic funds transfers or cheques payable to the Collector of Public Monies.

7.3.2 In cases where payments have not been made by the due date, the Administrator may consider taking appropriate action on the IPA holders, which may include suspension of the IPAs.

IDENTIFICATION PLATES

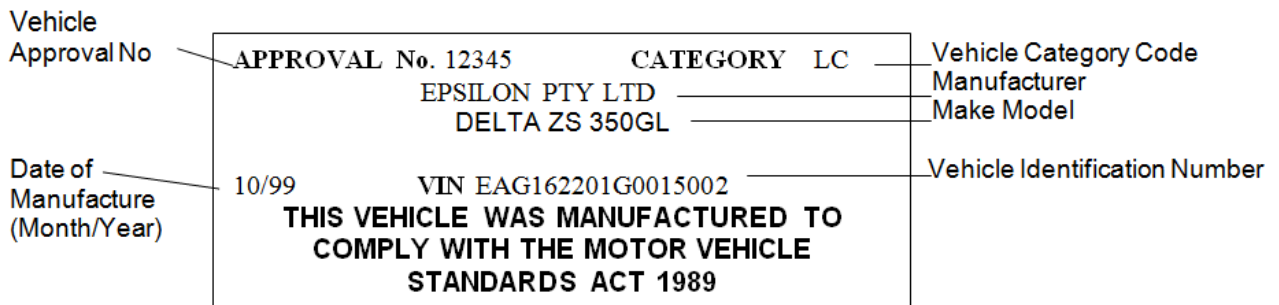
A - Full volume new motor vehicles

A1 - Motor vehicles



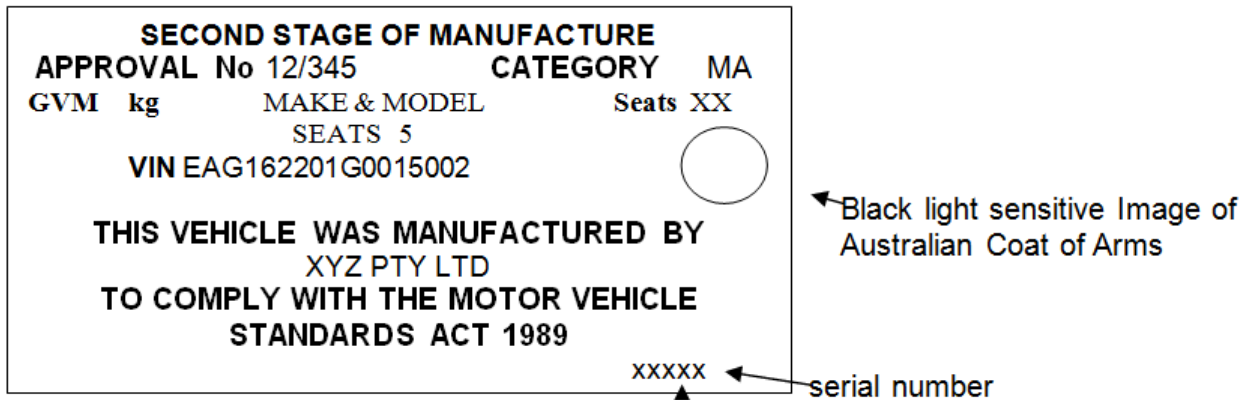
Dimensions: 100mm x 50mm (approx)
 MATERIAL: adhesive label
 COLOUR: other than red, green, blue or yellow
 LETTERING: black - minimum height of 2.5mm

A2 – Two-wheeled and three-wheeled motor vehicles



Dimensions: 95mm x 35mm (approx)
 MATERIAL: adhesive label
 COLOUR: other than red, green, blue or yellow
 LETTERING: black - minimum height of 2.5mm

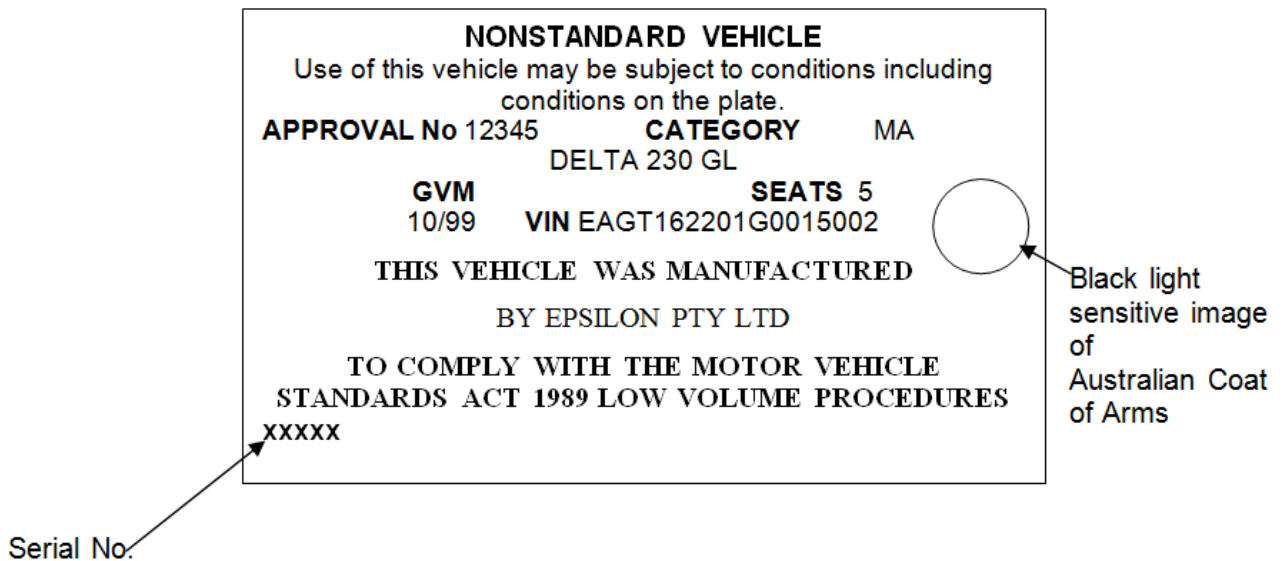
A3 - Second stage of vehicle manufacture motor vehicles



DIMENSIONS: 100mm x 50mm (approx)
MATERIAL: adhesive label
COLOUR: AS2600S Silver
LETTERING: black - minimum height of 2.5mm

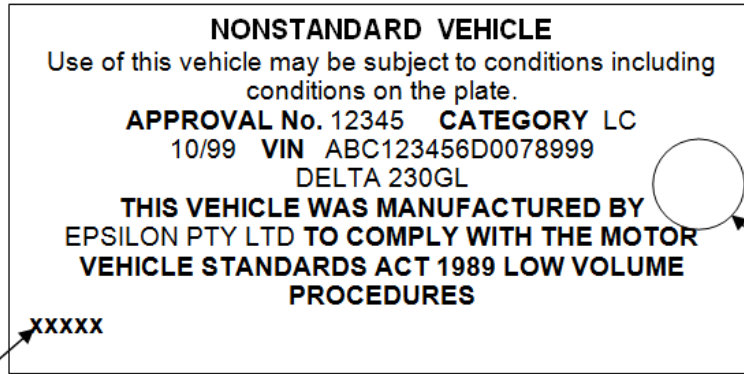
B - Low volume new motor vehicles (Nonstandard) adhesive label

B1 - Motor vehicles



DIMENSIONS: 100mm x 50mm (approx)
MATERIAL: adhesive label
COLOUR: AS2700S Green Mint G17
LETTERING: black - minimum height of 2.5mm

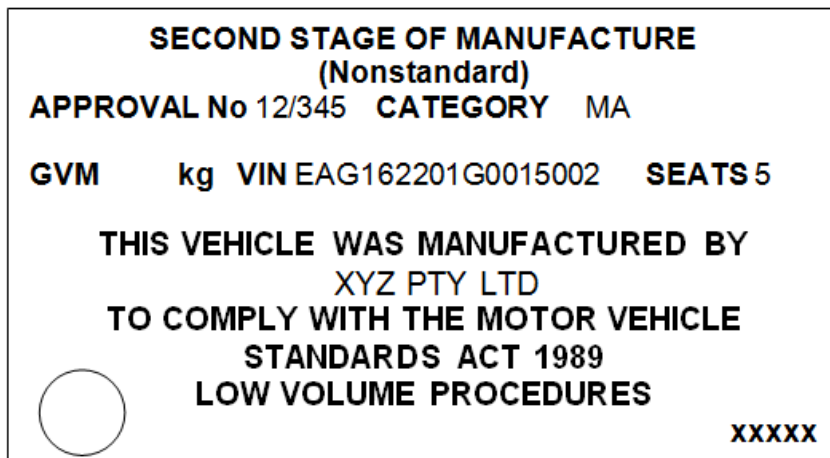
B2 - Two-wheeled and three-wheeled motor vehicles (motorcycles).



Serial No.

DIMENSIONS: 95mm x 40mm (approx)
MATERIAL: adhesive label
COLOUR: AS2700S Green Mint G17
LETTERING: black - minimum height of 2.5mm

B3 - Second stage of vehicle manufacture motor vehicles



Black light sensitive image of Australian Coat of arms

Serial no.

DIMENSIONS: 100mm x 50mm (approx)
MATERIAL: adhesive label
COLOUR: AS2700S mint green G17
LETTERING: black – minimum height of 2.5mm

C - New low production passenger cars (MA category only)



black light sensitive image of the Australian Coat of Arms

Dimensions: 100mm x 70mm (approx)
MATERIAL: adhesive label
COLOUR: AS2700S green mint G17
LETTERING: black - minimum height of 2.5mm

WARNINGS

1. A permanent, legible label must be sewn onto the seatbelt webbing of the front outboard seating positions of the specified vehicle. The position of the label must be just below the upper anchorage when the belt is fully retracted, such that it is clearly visible to the occupant of the seat before the belt is put on. The label must display the warning "This vehicle has not been tested to Australian Design Rule No. 69/00 Full Frontal Impact Occupant Protection*, Australian Design Rule No. 72/00 Dynamic Side Impact Occupant Protection*, Australian Design Rule 73/00 Offset Front Impact Protection*. It may not provide the level of occupant protection required by these rules." The warning label must have dimensions of at least 100mm by 30mm and have lettering at least 4mm high. Text to be coloured red on white background. * Indicates variable information.
2. The warning label on the seatbelts must also be provided in the vehicle handbook or otherwise supplied with the vehicle.

Note: The black light sensitive image of the Australian Coat of Arms must also be included on the Plate.

Note: The *Plate* shown above is a typical example. The wording of the top section of the *Plate* will vary, depending on the specific vehicle involved. The height of the *Plate* may need to be adjusted to accommodate additional words.

D – Standard new trailers (metal plates)

MAKE-MODEL


DATE ATM KG

VIN APPROVAL No.

THIS TRAILER WAS MANUFACTURED BY

TO COMPLY WITH THE MOTOR VEHICLE STANDARDS ACT 1989

SUB-ASSEMBLY REGISTRATION NUMBERS
OR ECE APPROVAL NUMBER

 THIS PLATE IS AFFIXED WITH THE APPROVAL OF
THE ADMINISTRATOR OF VEHICLE STANDARDS

XXXXXX

Black light sensitive image
of the Australian Coat of Arms

Serial Number

DIMENSIONS: 150mm x 100 mm (approx)
MATERIAL: photo anodised aluminium 1.2 to 1.5 mm thickness
COLOUR: AS2700S silver
LETTERING: black - minimum height of 2.5mm
DETAIL: engraved in relief of 0.06 mm minimum.

SUPPLY TO THE MARKET PLATES – NONSTANDARD VEHICLES

E1 - Full volume second stage of manufacture motor vehicles

SECOND STAGE OF MANUFACTURE			
(Nonstandard)			
APPROVAL No 12/345		CATEGORY MA	
GVM kg	MAKE & MODEL		Seats XX
VIN EAG162201G0015002			
THIS VEHICLE WAS MANUFACTURED BY			
XYZ PTY LTD			
TO COMPLY WITH THE MOTOR VEHICLE			
STANDARDS ACT 1989			
			XXXXXX

Black light sensitive
image of Australian Coat
of Arms

Serial no.

DIMENSIONS: 100mm x 50mm (approx)
MATERIAL: adhesive label or metal
COLOUR: AS2600S silver
LETTERING: black - minimum height of 2.5mm

E2 - Nonstandard new trailers (metal plates)

NONSTANDARD VEHICLE

Use of this vehicle may be subject to conditions including conditions on the Plate

MAKE-MODEL

DATE **ATM** **KG**

VIN **APPROVAL No.**

THIS TRAILER WAS MANUFACTURED BY

TO COMPLY WITH THE MOTOR VEHICLE STANDARDS ACT 1989

SUB - ASSEMBLY REGISTRATION NUMBERS OR ECE APPROVAL NUMBER

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**THIS PLATE IS AFFIXED WITH THE APPROVAL OF
THE ADMINISTRATOR OF VEHICLE STANDARDS**

XXXXXX

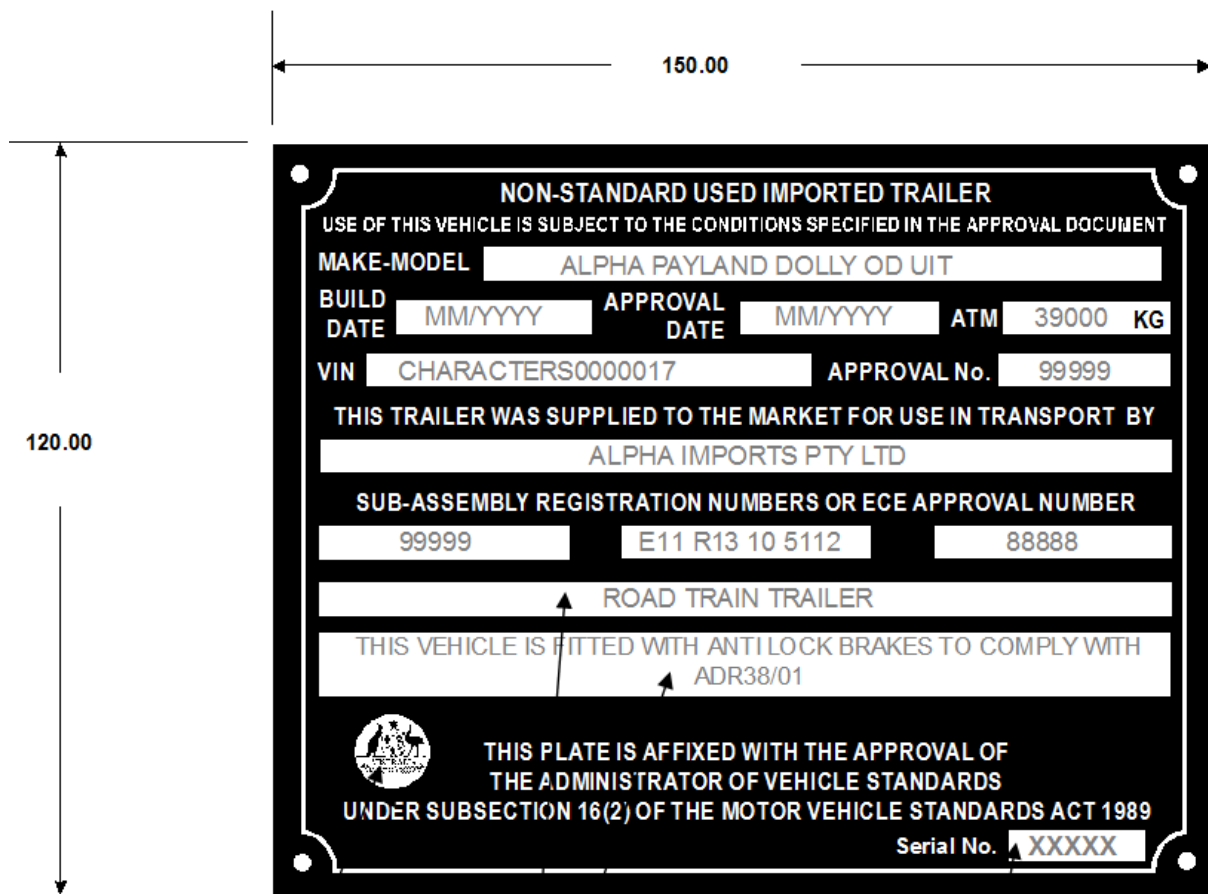
Black light sensitive image
of the Australian Coat of Arms

Serial Number

DIMENSIONS:	150mm x 110 mm (approx)
MATERIAL:	photo anodised aluminium 1.2 to 1.5 mm thickness
COLOUR:	AS2700S royal blue B12
LETTERING:	black - minimum height of 2.5mm
DETAIL:	engraved in relief of 0.06 mm minimum.

SUPPLY TO THE MARKET PLATES – NONSTANDARD VEHICLES

F - used imported trailer plate (metal plates)



Black light sensitive image of the Australian Coat of Arms

serial number

Note: Variable information (if applicable) to be provided by the Approval holder

- DIMENSIONS: 150mm x 120 mm
- MATERIAL: Photo anodised aluminium 1.2 – 1.5 mm thickness
- COLOUR: Black
- LETTERING: Minimum height of 2.5mm
- DETAIL: Engraved in relief of 0.06 mm minimum



Date	
Reference No.	

for Office Use Only :
cc Invoices to compliancefees@infrastructure.gov.au

Template Instructions :
Please provide the Identification Plate Fees Template within the first week of the month.
Complete all the fields on the form. Start at the Date above and then **TAB** through Sections.
Enter in the number of plates fitted in 6a. L Category and/or 6b. M and N Category and the invoiced amount will be determined.
When form is completed send to email address - compliancefees@infrastructure.gov.au
If more information is required refer to **Circular 0-3-2 Identification Plates**

Identification Plate Fees

1. Compliance Period <i>(Complete Date period - From / To)</i>	
From	
To	

2. Licensee Details <i>(Complete Licensee Details)</i>	
Licensee ID	L
ABN	
Name	
Address	
Suburb	
State	Postcode
Country	

3. Delegate Details <i>(Complete Delegate Details)</i>			
Name			
Email Address			
Phone			
Invoice to be Sent via	Email	<input type="checkbox"/>	Post <input type="checkbox"/>

4. Compliance Fee - Contact Details <i>(Complete Contact Details if you are not the Delegate)</i>			
Name			
Email Address			
Phone			
Invoice to be Sent via	Email	<input type="checkbox"/>	Post <input type="checkbox"/>

5. Vehicle Category <i>(tick applicable vehicle category to the Licensee)</i>													
LA	LB	LC	LD	LE	MA	MB	MC	MD	ME	NA	NB1	NB2	NC
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Compliance Plate Fees <i>(identify fee value via vehicle category)</i>		
LA, LB, LC, LD, LE	\$3.00	Complete Section 6a
MA, MB, MC, MD, ME, NA, NB1, NB2, NC	\$6.00	Complete Section 6b

6a. (LA, LB, LC, LD, LE)		6b. (MA, MB, MC, MD, ME, NA, NB1, NB2, NC)	
Number of Plates Fitted	0	Number of Plates Fitted	0
Compliance Plate Fee	\$3.00	Compliance Plate Fee	\$6.00
Total	\$0.00	Total	\$0.00

Total to be Invoiced to the Licensee is **\$0.00**

Note - Please send completed form to : compliancefees@infrastructure.gov.au