

# Application for tow truck temporary permit

## Before a Temporary Permit can be issued the following items are required:

1. You need to download this form and fill in the correct sections. The form will need to be uploaded to [transport.vic.gov.au](http://transport.vic.gov.au), along with the supporting documentation to support your exemption application. You will have to pay a fee when you submit your documents. Once the application is submitted, you will receive a confirmation email from the Department of Transport and Planning.
2. A non refundable application fee is payable to the Department of Transport and Planning. This fee is for processing your application.

Please ensure that all sections of the application form are completed and signed where applicable and that the appropriate documentation and fees as detailed on the reverse side of this form accompany the application.

**Option 1:**

Application for Work outside licence conditions

**Option 2:**

Applications for substitute tow truck to be used due to mechanical failure / repair work.

**Other (i.e. bushfires)**

## Details of licence holder

I the undersigned, hereby apply to temporarily change the conditions on the tow licence or temporarily change the vehicle on the tow licence

Tow truck licence no./s	
Surname or Company name <i>(please print)</i>	
Australian Company Number (ACN)	
First name or Given name <i>(please print)</i>	2 <sup>nd</sup> name <i>(please print)</i>
Address	
	Postcode
Phone no.	Fax no.

## Description of temporary tow truck *(required only for option 2)*

Registration no.	Make	Type <i>(Tray or Conventional)</i>	Year of manufacture
VIN no.	Engine no.		

I hereby state that the vehicle to be used temporarily complies with the tow truck specifications, maintenance and equipment requirements as listed below:

### Tow truck specifications, maintenance and equipment requirements:

1. The operator of a tow truck must ensure that the tow truck:

- (a) has a load capacity of at least 1.25 tonnes;
- (b) has dual tyres on each side of each axle on the wheels or the rear axle group;
- (c) is fitted with a crane which complies with the Vehicle Standards Bulletin 6 (VSB6) or a winch, hoist, ramp or other lifting device which has a safe working load of not less than 1.25 tonnes;
- (d) is equipped with a broom, shovel and durable rubbish receptacle for the removal of debris and glass from highway;

- (e) is equipped with either a fully maintained foam fire extinguisher of at least 4.5 litres capacity or a dry chemical powder fire extinguisher of at least 4.5 kilograms capacity;
- (f) is fitted with a flashing or rotating amber warning lights or lights approved by the licensing authority; and
- (g) is fitted with two (2) fully adjustable lights mounted so that the operator will have sufficient illumination to safely load or unload a damaged motor vehicle when it is dark.

2. The operator of a tow truck must ensure that the equipment required to be fitted to a tow truck is maintained in a serviceable condition.

## Licence holder's signature

I the undersigned, declare that:

- the particulars contained herein are true and correct; and
- all individuals and/or companies with a beneficial interest in the above licence/s are listed on the reverse side of this form; and
- if making this application on behalf of a company, the application form is signed in accordance with the company's Memorandum and Articles of Association.

Name <i>(please print)</i>	Signature
Date	

## Privacy Statement

The Department of Transport and Planning is committed to protecting your privacy by fully meeting its responsibilities under the *Road Safety Act 1986*, *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. All personal information you provide will be handled in accordance with these requirements. The collection of information on this form is required by the *Accident Towing Services Act 2007*. Information held by the Department of Transport and Planning may be disclosed to various organisations, including the Victorian Civil and Administrative Tribunal and Victoria Police, in order to carry out their duties under the *Accident Towing Services Act 2007*. the Department of Transport and Planning privacy statement can be accessed at [transport.vic.gov.au](http://transport.vic.gov.au)