

Request to add secondary postal address to registration



This form is for use by dealers on the Dealer Certification Scheme only.
 Please complete this form and sign below. Please print clearly in ink using BLOCK letters.
 Submit by email to: rdealers@roads.vic.gov.au.
Records will be updated within one working day.

Postal address details

Registration number		Registered operator
Postal address		Postcode
Registration number		Registered operator
Postal address		Postcode
Registration number		Registered operator
Postal address		Postcode
Registration number		Registered operator
Postal address		Postcode
Registration number		Registered operator
Postal address		Postcode
Registration number		Registered operator
Postal address		Postcode
Registration number		Registered operator
Postal address		Postcode
Registration number		Registered operator
Postal address		Postcode

Privacy statement

The Department of Transport and Planning ABN 69 981 208 782 ('Department') and R&L Services Victoria Pty Ltd ABN 28 657 005 493 (as Trustee for the Victorian R&L Services Trust ABN 96 342 123 072), known as 'VicRoads' and acting on behalf of the Secretary to the Department, ('we, us') collect personal information for registration and licensing purposes. This personal information will be handled by us as permitted or required by the applicable laws. We may disclose the personal information we collect from you to various organisations and persons as permitted or required by applicable laws, particularly by the *Road Safety Act 1986*. This includes disclosing the information to third parties including our contractors and agents, law enforcement agencies, other road and traffic authorities, Austroads, the Transport Accident Commission, vehicle manufacturers (for safety recalls), toll road operators, road safety researchers, courts and other organisations or people authorised to use the personal information. You are required to provide this personal information. Your failure to provide the information may result in this form not being processed, or your records not being properly maintained. For further information about our use of your personal information and your right of access to it, go to: dtp.vic.gov.au/privacy.

Providing false or misleading information or documents is a serious offence under the Road Safety Act 1986 and Marine Safety Act 2010, as applicable, and can result in you being fined or imprisoned. Further, any authority or approval, given as a result of you providing such information/documents, may be reversed and have no effect.

By signing this form, I declare that the information in this form and related supporting documents is true, correct and complete, and I understand the privacy statement.

Dealership name	Delegate's name
Signature	Date
	D D M M Y Y Y Y