

Please complete the **white** sections and sign below. Please print clearly in ink using BLOCK letters.

Safe Transport Victoria is responsible for the administration of the *Marine Safety Act 2010* and *Marine Safety Regulations 2012*. The Department of Transport and Planning is an agent for Safe Transport Victoria and is responsible (together with its delegate, VicRoads) for the registration of vessels and the collection of fees. The vessel register records the identification details of each vessel and the name and address of the person responsible for it.

Trade plate number									
Date of expiry	D	D	M	M	Y	Y	Y	Y	
Date of plates issued	D	D	M	M	Y	Y	Y	Y	

Manufacturer                       Dealer *(please cross one circle only)*

New vessel trade plate(s)

Additional vessel trade plate(s)  Specify existing number

Replacement vessel trade plate(s)  Specify vessel trade plate number lost or damaged

## Your personal details

Surname		Given name(s)							
Company name and ACN <i>(if applicable)</i>									
Home <i>(or company)</i> address									
								Postcode	
Postal address <i>(if different from above)</i>									
								Postcode	
Contact phone no. <i>(mobile preferred)</i>					Work phone				

## Your business description

## Office use only

Number of plates	<input type="text"/>	x	Plate fee \$	<input type="text"/>	=	Registration fee \$	<input type="text"/>	<input type="text"/>
						Trade plate fee \$	<input type="text"/>	<input type="text"/>
						<b>Total payable \$</b>	<input type="text"/>	<input type="text"/>

## Your signature

The Department of Transport and Planning ABN 69 981 208 782 ('Department'), 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 and Safe Transport Victoria (ST Vic) ('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. The information provided in this application may be disclosed to other government agencies in accordance with Part 8.8A of the *Marine Safety Act 2010* and applicable privacy laws.

For further information about our use of your personal and health information, and your rights to access it, go to: [dtp.vic.gov.au/privacy](http://dtp.vic.gov.au/privacy) or ST Vic's Privacy Policy at [safetransport.vic.gov.au/privacy-policy](http://safetransport.vic.gov.au/privacy-policy).

**It is an offence under the *Marine Safety Act 2010* to give information that is false or misleading in relation to an application for a licence or for the registration of a vessel. Failure to provide the information may result in your application not being processed or records not being properly maintained.**

By signing this form, I declare that all information and/or documents provided by me is true and correct.

Signature of applicant									
	Date	D	D	M	M	Y	Y	Y	Y
Signature of authorised officer	Date	D	D	M	M	Y	Y	Y	Y
	User ID								

## Trade plate general information

Trade plate is the term used to describe special identifying plates issued under Regulation 25 of the Marine Safety Regulations 2023 (Vic).

Each eligible applicant (refer below for eligibility and conditions of use) is assigned a special identification number which is called a special identification plate and supplied with trade plate(s) bearing that number.

A manufacturer of or dealer in vessels to whom a trade plate has been issued by Transport Safety Victoria, must ensure that the plate is fixed to an unregistered vessel where it can easily be seen, with every letter, figure and symbol on the plate upright and easily distinguishable. Trade plates can be used 24 hours a day, 7 days a week, provided the plate is being used for the purposes specified below.

## How do I apply for a trade plate?

If you are eligible (refer below), complete the application form and pay the appropriate fees.

Documents and fees should be lodged at any VicRoads Customer Service Centre or sent to: **VicRoads**, GPO Box 1644, Melbourne, VIC 3001.

## Trade plate fees

For trade plate fees, please visit [vicroads.vic.gov.au](http://vicroads.vic.gov.au)

## Eligibility and conditions of use

1. A person who designs, commissions, constructs, manufactures, supplies, maintains, repairs or modifies vessels may apply to the Director, Safe Transport Victoria in writing for the issue of a special identification plate in respect of a vessel.

A person issued with a special identification plate under Regulation 25 must—

- (a) ensure at all times that the special identification plate is displayed on the vessel for which the plate has been issued; and
- (b) not use, or allow the vessel to be used, for any purposes other than—
  - (i) operating the vessel from place to place while the vessel is in the process of manufacture or repair; or
  - (ii) operating the vessel from the place of manufacture to the place where it will be offered for sale; or
  - (iii) testing the vessel; or
  - (iv) demonstrating the vessel to a purchaser or prospective purchaser; or
  - (v) delivering the vessel for or after sale; or
  - (vi) carrying out repairs to the vessel; or
  - (vii) returning the vessel to its owner after it has been repaired; and

- (c) not allow the vessel to be operated by a person other than—
    - (i) the person issued with the special identification plate; or
    - (ii) an employee of the person issued with the special identification plate; or
    - (iii) a person under the direct supervision of either the person issued with the special identification plate or an employee of the person issued with the special identification plate; and
  - (d) ensure that the special identification plate is fixed to the vessel where it can be easily seen; and
  - (e) keep at the person's office or place of business a record which contains the personal particulars of each person who operates the vessel.
2. A person issued with a special identification plate under Regulation 25 must not enter any personal particulars which he or she knows, or should reasonably know, to be false in any records kept under subregulation (1)(e).