

# Application for an exemption from land transport vehicle rules

Office use only  
Reference number:

## Things to consider before you apply

- You are applying for an exemption from complying with the law under s168D of the Land Transport Act 1998.
- The things we have to consider are set out in s168D. These include:
  - Would granting this exemption maintain or improve land transport safety?
  - Would it contribute to an effective, efficient and safe land transport system in the public interest?
  - Does it support the response to an emergency or other event?
  - Is there any other matter we consider relevant in the circumstances?
- The exemption we grant cannot be any broader than it needs to be. We may therefore:
  - impose conditions, and/or
  - grant your exemption for a specific period.

Exemptions are **not** automatically granted. We'll consider all the factors above before deciding whether to approve or decline your application. We're not obliged to grant an exemption if we don't think it's appropriate to do so. Your application will not be accepted unless all relevant documentation is supplied and all pages are correctly filled in.

The law does not provide for an exemption to be granted on the basis of inconvenience or hardship.

## False or incomplete information

We may decline your application or revoke your exemption if:

- you provide false or misleading information, or
- you don't give us all the information relevant to your application.

It's also an offence to supply false or misleading information and may lead to court action. This could result in a conviction and/or paying a fine.

We'll closely examine any document you provide to make sure it's authentic, particularly overseas documents. **We won't return documents which are clearly fraudulent or tampered with, or where we have any significant doubt that they're authentic.**

## What the exemption will cost

The fee is non-refundable – even if we decline your application.

### Fees for heavy vehicle systems, vehicle dimensions and mass, and VDM – longer coach exemption applications

The fee for processing exemptions will be at least \$368 for heavy vehicle systems, vehicle dimensions and mass, and VDM – longer coach. This is based on the hourly rate of \$184 per hour (including GST). This fee must be paid before Waka Kotahi NZ Transport Agency starts work on the exemption. The final fee may be higher. A range of things might affect the final fee charged by Waka Kotahi. Circumstances include the complexity of the issue, uniqueness of the application or whether the investigations or analysis involved with the application has already been largely completed as part of a previous application.

Waka Kotahi will advise you if the fee for processing the exemption is going to be more than \$368.

### Fees for all other vehicle exemption applications

The fee for all other vehicle exemption applications is \$184. This fee must be paid before Waka Kotahi will start work on your application.

## What we do with your information

The information is required to process an application for an exemption under section 168D of the Land Transport Act 1998. All information contained in your application will be held by Waka Kotahi and treated as confidential subject to the Official Information Act 1982 and the Privacy Act 2020.

Under the Privacy Act 2020, you have the right to request access to and correction of any personal information you supply as a part of this application process from Waka Kotahi. Should you wish to exercise these rights please contact Waka Kotahi, Private Bag 11777, Palmerston North 4442 or email: [info@nzta.govt.nz](mailto:info@nzta.govt.nz)

## How to contact us

If you wish to contact our office regarding your application, or provide additional supporting information, you can do this by emailing us at one of these addresses:

- Light vehicles - [exemptions@nzta.govt.nz](mailto:exemptions@nzta.govt.nz)
- Heavy vehicles - [hvexemptions@nzta.govt.nz](mailto:hvexemptions@nzta.govt.nz)

## How to pay the fee

We will send you an invoice for payment. Payment must be made by the due date or the application will be returned to you as incomplete.

Once you have received the invoice, payment can be made via direct credit into our bank account. Alternatively, you can call us and we can take a credit card payment securely over the phone. Further details about how to pay will be included on the invoice.

Your application will not be completed until payment is received.

## Send the completed form, along with any required documentation, to:

Waka Kotahi NZ Transport Agency  
Exemptions and Registers Integrity  
Private Bag 6995  
Wellington 6141

or email the completed form and attach any required documentation to [exemptions@nzta.govt.nz](mailto:exemptions@nzta.govt.nz)

**Applicant details**

Applicant name

Postal address

  
  

Phone number (daytime)

Mobile number

Email address

**Vehicle details**

Make

Year of manufacture

Model

Model code

*We cannot process your application without a VIN/chassis number*

VIN/chassis

Vehicle class (eg MA, NB, LE)

Date of first registration

Country where vehicle was first manufactured/assembled

Country from which vehicle was imported (if imported)

**Exemption required from the following rule(s)**

*Please tick as applicable*

- |   |   |
|---|---|
| <input type="checkbox"/> 1 Door retention systems                         | <input type="checkbox"/> 11 Seatbelts and seatbelt anchorages |
| <input type="checkbox"/> 2 External projections                           | <input type="checkbox"/> 12 Seats and seat anchorages         |
| <input type="checkbox"/> 3 Frontal impact                                 | <input type="checkbox"/> 13 Steering systems                  |
| <input type="checkbox"/> 4 Glazing, windscreen wipe and wash, and mirrors | <input type="checkbox"/> 14 Tyres and wheels                  |
| <input type="checkbox"/> 5 Head restraints                                | <input type="checkbox"/> 15 Vehicle dimensions and mass       |
| <input type="checkbox"/> 6 Heavy vehicles                                 | <input type="checkbox"/> 16 Vehicle equipment                 |
| <input type="checkbox"/> 7 Heavy-vehicle brakes                           | <input type="checkbox"/> 17 Vehicle exhaust emissions         |
| <input type="checkbox"/> 8 Interior impact                                | <input type="checkbox"/> 18 Vehicle lighting                  |
| <input type="checkbox"/> 9 Light-vehicle brakes                           | <input type="checkbox"/> 19 Vehicle standards compliance      |
| <input type="checkbox"/> 10 Passenger service vehicles                    | <input type="checkbox"/> 20 Left-hand drive                   |
|   | <input type="checkbox"/> 21 Other                             |

Before importation, what steps were taken to determine if the vehicle would meet New Zealand requirements?


If imported, what is your reasoning for importing a non-compliant vehicle?


Please list the reasons why the vehicle cannot be modified to comply with the rule.


Is there any other information you'd like to provide that's relevant to your application?


*Tip: make sure you've covered off all our questions from page 1 if you can.*

- *How does your vehicle meet or exceed current standards and requirements?*
- *What is the intended use of the vehicle?*

### Required documentation

1. Pictures of the vehicle (both the whole vehicle and the specific area affected).
2. a) For dimensional exemptions, an accurate drawing of the affected area of the vehicle.  
b) For standards exemptions, proof of the standards the vehicle does meet.

### Declaration

I have read and understood the relevant information on this form and I state that, to the best of my knowledge and belief:

- all the information I have given for this application is correct; and
- I have provided all information relevant to this application.

Applicant's signature

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Date

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