



**Department of Commerce
Consumer Protection**

**Application for
Additional Classes of
Repair work
to an existing
Motor Vehicle
Repair Business
Licence**

**Department of Commerce
Consumer Protection**

Licensing Advice Line
1300 30 40 64
Fax:
(08) 9282 0861

(8.30 – 5.00 Weekdays)
(except for Public Holidays)

Licensing Branch

Forrest Centre
219 St Georges Terrace
PERTH WA

Postal

Licensing Branch
Consumer Protection
Locked Bag 14
CLOISTERS SQUARE
WA 6850

APPLICATION FEE

\$120

See page 5

Web Site:

www.commerce.wa.gov.au/CP/Licences

Note - this application form expires on 30 June 2015.

A2401439

INFORMATION REQUIRED

1. WHO NEEDS TO APPLY FOR A LICENCE

A person who carries on the business of motor vehicle repair work prescribed under the *Motor Vehicle Repairers Regulations* in Western Australia is required to hold a licence as a motor vehicle repairer under the *Motor Vehicle Repairers Act 2003*.

In order to hold a Motor Vehicle Repair Business Licence the applicant must employ (including self employment) a certified repairer for **each** class of repair work, at **each** of the premises from which the business operates.

2. FALSE OR MISLEADING INFORMATION

It is important to note that all the information in the application must be accurate. Any false or misleading information would be a contravention of the *Motor Vehicle Repairers Act 2003*.

3. REPAIR BUSINESS LICENCE NUMBER

MRB.....

4. NAME OF THE ENTITY & BUSINESS NAME

a. Name of Entity applying

.....
eg. Fred Smith (sole proprietor), Fred & Mary Smith (firm or partnership) or Smith Pty Ltd (body corporate)

b. Business Name under which Entity trades (if applicable)

.....
eg. Smith Smash Repairs

5. CONTACT DETAILS FOR THE ENTITY

Contact Person

.....

Address for the Service of Notices (must be a street address)

.....

.....

Postal Address (if different to above)

.....

Email address for the business

.....

Telephone Number **Fax Number**

INFORMATION REQUIRED

6. RETURN ORIGINAL CERTIFICATE OF AUTHORISED PREMISE

Prior to approving this application, you are **required to return the original** Certificate of Authorised Premise where the new class(es) will be carried out. Please enclose the Certificate with this application.

A new Certificate of Authorised Premises will be sent to you if this application is approved.

7. CLASSES OF REPAIR WORK

There are 30 classes of repair work for which a Repair Business Licence can be granted. Refer to the **following page** for the **list of the classes of repair work** and their associated **codes**. (Eg. Air conditioning work [code = ACW])

In column 1 mark each of the **additional** class/es of repair work for which you are applying.

1	2	3	4	5
		Code	Class of Repair Work	If you have an individual certified repairer, certified in a class of repair work under column 3, then that person will qualify your business for the classes of repair work listed in this column (column 4) and your repair business licence will state these classes.
	1	ACW	Air conditioning work	* Please refer to page 4
	2	BBW	Body building work	EAF, MAF
	3	BRW	Brake work	
	4	CSW	Cooling system work	
	5	CHR	Cylinder head reconditioning work	
	6	DFW	Diesel fitting work	CSW, CHR, DFE, ERW, HVS, LVS, MAF, MCS
	7	DFE	Diesel fuel and engine work	HVS, LVS, MAF, MCS
	8	DSR	Driveline servicing and repairing work	
	9	DRW	Driveline work	DSR, HVS, LVS, MCS, SSW, TRW
	10	EAF	Electrical accessory fitting work	
	11	ELW	Electrical work	EAF, HVS, LVS, MCS
	12	ERW	Engine reconditioning work	DFW, CHR
	13	ESW	Exhaust system work	
	14	GLW	Glazing work	
	15	HVS	Heavy vehicle servicing work (gross vehicle mass of more than 8000 kg)	LVS, MCS
	16	HVW	Heavy vehicle work (gross vehicle mass of more than 8000 kg)	BRW, CSW, CHR, DFE, DSR, DRW, EAF, ESW, HVS, LVS, LVW, MAF, MCS, MCW, SSW, TRW, TFH, TFL, UNW
	17	LVS	Light vehicle servicing work (gross vehicle mass of less than 8000 kg)	HVS, MCS
	18	LVW	Light vehicle work (gross vehicle mass of less than 8000 kg)	BRW, CSW, CHR, DFE, DSR, DRW, EAF, ESW, HVS, LVS, MAF, MCS, MCW, SSW, TRW, TFL, UNW
	19	MAF	Mechanical accessory fitting work	
	20	MCS	Motor cycle servicing work	HVS, LVS
	21	MCW	Motor cycle work	CSW, CHR, DSR, DRW, EAF, ESW, HVS, LVS, MAF, MCS, TRW
	22	PAW	Painting work	
	23	PBW	Panel beating work	EAF, MAF
	24	SSW	Steering, suspension and wheel aligning work	
	25	TRW	Transmission work	DSR, DRW
	26	TRI	Trimming work	MAF
	27	TFH	Tyre fitting (heavy) work	TFL
	28	TFL	Tyre fitting (light) work	
	29	UNW	Underbody work	
	30	AGW	Autogas work	* Please refer to page 4

INFORMATION REQUIRED

Application for Air Conditioning Work

If you are applying for the class of Air Conditioning Work (ACW), you must employ a certified repairer holding a current National Refrigerant Handling Licence as defined in the *Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995*.

Application for Autogas Work

If you are applying for the class of Autogas Work (AGW), you are required to submit with your application a copy of the current 'Class E Permit' or Certificate of Competency in Class E and Class F held by each of your qualified gas fitters.

8. AUTHORISED PREMISES INFORMATION

Please provide details of the premises where the additional class(es) of repair work will be carried out.

Premises Address or Number Plate	Certificate of Authorised Premises Number

9. AUTHORISATION AND DECLARATION

In order to assist with the determination of this application, I authorise the Commissioner, or persons so directed, to obtain on my behalf any document, record, file or information that may be necessary and relevant to consider my fitness and propriety to hold a licence, including but not limited to records relating to my criminal history or current/previous occupational licences or other relevant information.

Further, I declare that the information and documents given with or in support of this application, whether or not provided at the time of or subsequent to lodgement, are true and correct. I understand that providing a false or misleading statement in an application is an offence.

Applicant:

Full Name: Full Name:

Signature: Signature:

Date: Date:

Full Name: Full Name:

Signature: Signature:

Date: Date:

