



ROLLS-ROYCE OWNERS' CLUB OF AUSTRALIA
(Victoria Branch) Inc.
A0018166L ABN: 44 933 097 802

P.O. Box 21, Kew, Vic 3101

0458 888 767

Email: mail@rrocavictoria.org.au

The VicRoads Club Permit Scheme Policy

Background:

The Victorian Club Permit Scheme (CPS) enables VicRoads to issue permits to financial members of approved motoring clubs to drive cars, which are eligible for the CPS for 45 or 90 days during a year. The Club is an authorised club under the CPS.

Application Process:

Members require four items to make an application:

- 'Application Form'
- 'Eligibility and standard Declaration'
- Current roadworthy certificate for the car, and
- Photographs of the car (of front, rear, RH side, LH side, cabin from the driver's door, under the bonnet and a photograph of the chassis number if possible).

The first two forms can be obtained from VicRoads (service centre or website). The originals of these forms should be completed (nominating 45 or 90 days use) and together with the original roadworthy and photographs, forwarded to the Club secretary (or Safety Officer) who will sign the application (confirming that you are a financial member of the Club) and sign the declaration (confirming that the car is eligible for the Scheme as well as confirm that the car is safe for use on the road). The originals of the application, declaration and roadworthy will be returned to you (copies of the forms and roadworthy - and the original photographs will be retained for the Club's records).

You should either send the application, declaration and roadworthy to VicRoads or present the documents to a VicRoads service-centre. You will need your driver's licence as ID and evidence of ownership if you have just purchased the vehicle. Club plates will be sent to you in the mail or handed to you over the counter.

Accompanying the plates will be a logbook, a club permit certificate, and a windscreen label. The label must be affixed to your vehicle's windscreen, the certificate attached to the inside cover of your log-book and the log-book completed before each day the car is used on the road.

VicRoads will send members annual renewal forms for the car. The form must be signed by the Club Secretary certifying that the member is financial and the car is safe for use on the road. There is no need for a further roadworthy.

Financial Members:

At the heart of the CPS is maintaining financial membership of the Club. The Club has to notify VicRoads within 7 days of a member becoming un-financial. The Club's constitution gives a grace period of three months to pay annual memberships; however the Club urges members using the CPS to pay their annual renewals in a timely manner.

Eligible Vehicles:

A club permit can be issued for the following categories of vehicles:

- *Veteran vehicles* – manufactured before 1 January 1919,
- *Vintage vehicles* – manufactured after 31 December 1918 and before 1 January 1931,
- *Classic and Historic vehicles* manufactured after 31 December 1930, but more than 25 years before the date of the application for the club permit.

Conditions of Use:

The responsibilities of club permit holders are set out on the first page of the club permit application (and log-book) together with the circumstances under which VicRoads may suspend or cancel a permit. Members should make themselves familiar

with these terms. Of significance, club permit vehicles cannot be used for commercial gain, which means e.g. that they cannot be used for weddings or loaned out for use in films. The following are members' key responsibilities:

- carry the club permit and the logbook in the car whenever the car is being used on a road;
- remain a financial member of the Club,
- keep the car safe for use on a road;
- display the club permit label on the windscreen;
- display the club permit number plate on the front and rear (or for vintage and veteran cars on the rear of the car); and
- Fill in the logbook before using the car for each day the car is used on the road.

Failure to keep these rules can lead to fines, the loss of the permit and could prejudice the CPS for the Club and all enthusiasts.

Purchase of a car and stamp duty:

Members can purchase not on the CPS cars and transfer them directly to the CPS without incurring stamp duty - providing the car meets the CPS requirements.

Sale of a CPS car:

If a CPS car is sold (and is not being kept on the CPS) the permit ceases to have effect. The seller must remove the logbook, windscreen label and club plates from the car and return the plates to VicRoads. The Club also has 14 days to advise the car is no longer on its register (so please tell the Club if you sell a CPS car).

If a CPS car is sold to another member of the Club, VicRoads will reissue the plates for the same vehicle. The car will need to be re-permitted to the new owner by submitting a new application, roadworthy and the appropriate fee.

Switching clubs:

If a person wishes to switch to our Club from another (and bring his CPS car) or if a member wishes to transfer a CPS car to our Club from another club, this can best be done at renewal time by replacing the old club's name in the renewal form with the Club's name, the Club authorising the renewal, confirming the member is financial and a roadworthy.

If a change is required at another time, VicRoads will issue a revised CPS certificate to be inserted on the inside front cover of the logbook.

The "old" club will need to advise VicRoads of the deletion of the CPS car from its register.

Miscellaneous:

A driver of the CPS car need not be the permit holder; nor need the driver be a financial member of a CPS authorized club. Only the permit holder must remain a financial member of an authorized club. However the logbook instructions require the driver to sign the logbook.

L-plate or P-plate drivers may operate a RHD CPS car (but note that the vehicle insurers may impose restrictions on drivers of vehicles less than 30 years old).

Lost logbooks can be replaced but the entries that have been used to date will be deleted.