



When blank, this form is classed as OFFICIAL, when completed, this form is classed as OFFICIAL SENSITIVE  
**SELLER'S COPY**

**CHARACTERS ON OPTIONAL PLATE**

PLATE NUMBER

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**SELLER'S DETAILS**

FAMILY NAME/COMPANY NAME

FIRST NAME/S

PHONE NUMBER

MOBILE NUMBER

EMAIL ADDRESS

POSTAL ADDRESS

  


SUBURB

STATE

W	A
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POST CODE

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**PURCHASER'S DETAILS**

FAMILY NAME/COMPANY NAME

FIRST NAME/S

PHONE NUMBER

MOBILE NUMBER

EMAIL ADDRESS

POSTAL ADDRESS

  


SUBURB

STATE

W	A
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Are you a beneficiary of a deceased estate?  YES  NO

• If yes, a copy of the Will to support this must be provided.  YES  NO  
Is the transfer of the plates provided for in a trust?

• If yes, please see general information in the next column.

• If no, proceed as normal.

**I declare that the information on this form is true and correct. I understand that under the provisions of the Road Traffic (Administration) Act 2008, it is an offence to provide false or misleading information.**

DATE

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SIGNATURE OF SELLER

SIGNATURE OF PURCHASER

**GENERAL INFORMATION**

**The seller must submit:**

- the completed original copy of this form;
- the 'Certificate of Right to Display'; and
- the optional plates\* see below

to any Driver and Vehicle Services (DVS) centre or regional Department of Transport (DoT) office or agent within 14 days of the sale of the plates.

**The purchaser must submit:**

- the completed duplicate copy of this form; and
- the applicable plate transfer fee

to any DVS centre, regional DoT office or agent.

If the purchaser wishes to immediately place the optional plates on a WA licensed vehicle, they must also submit the vehicle licence papers and the existing plates.

\*No requirement where the optional plates are attached to a licensed vehicle that has been sold. The seller and purchaser must complete a Notification of Change of Ownership (MR9) form to transfer both vehicle and optional plates by ticking yes to transferring the right to display entitlement.

The holder of a 'Certificate of Right to Display and Trade' may offer that right for sale.

A sale can take place at any price to any individual or corporation by transferring the rights.

To sell your optional plates the owner of the 'Certificate of Right to Display and Trade' must complete this form. The form must be submitted within 14 days of the sale, together with the 'Certificate of Right to Display and Trade' and the plates to your nearest DVS centre, regional DoT office or agent.

The purchaser of the 'Certificate of Right to Display and Trade' must submit the completed original copy and pay the required transfer fee at any DVS centre, regional DoT office or agent.

Optional Series plates can also be transferred to a new owner as part of the transfer of a vehicle licence when completing the MR9 form by ticking yes to transferring the right to display entitlement.

If the seller wants to retain ownership of the Optional Plates when the vehicle is sold, they must attend a DVS centre, regional DoT office or agent with the Optional Plates and the current vehicle licence documents. The Optional Plates can be retained and changed for general issue State or District plates. The vehicle can then be sold with the general issue plates.

If you are the beneficiary of a deceased estate who will be receiving the plates as part of a Trust created in a Will, or Family Court Order you will pay a reduced plate transfer fee (please refer to the current schedule of Plate fees). You must present a copy of the Will or the Court Order at a DVS centre, regional DoT office or agent.

The Will may specifically create a trust, but another way in which a trust is created is when a Will provides for a part of the deceased estate to go to a beneficiary at some future time. Confirmation of whether a trust is created can be made by sighting the Will. For example, a person has a right to display special or name plates, and their Will states for it to go to their child when they reach 18 years of age. If the person passes away before the child is 18, the right to display the special or name plates is held in the trust by the trustee/executor/administrator until the child turns 18. The right to display the special or name plates can then be transferred into their name for the reduced fee.

**OUTSTANDING TRANSFER FEES FOR OPTIONAL SERIES PLATES**

If you have outstanding plate transfer fees, you will be contacted by mail and advised of the requirement to pay those fees.

The CEO of DoT can also demand the return of the number plates if the plates are not transferred. A penalty will apply if the plates are not returned.



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