



Guidelines

Online Modification Application Light (Production) Vehicles

The Department of Transport (DoT) Vehicle Safety and Standards (VSS) assess vehicle modification applications that require the approval of the DoT Chief Executive Officer (CEO).

Applicants are required to submit an online application on the DoT website, unless the modification is one that has been gazetted as a modification not requiring formal approval.

A list of modifications that can be performed without receiving prior approval from DoT is available in the Vehicle standards - Modify or construct a vehicle section of our website.

Before completing the online application, it is recommended that applicants refer to the National Code of Practice for Light Vehicle Modifications (VSB14) for guidance. It is important to read the preface and introduction sections of VSB14 before making application to the DoT.

You may need to employ a consultant if you are not sure how to design the intended modifications or you are proposing to carry out modifications for which the VSB14 requires supporting reports.

A list of consulting engineers recognised by DoT "Publication IB-102, Engineering Signatories" can be found on our website.

Your completed online application will be assessed and will either be granted an "approval in principle", or you will be advised if further information will be required from an "Engineering Signatory" or another consultant before the application can be further assessed. You will be advised if your application is rejected.

Modifications should not be commenced without "approval in-principle" from DoT. When the modifications are complete the vehicle must continue to comply with relevant vehicle standards including the *Road Traffic (Vehicles) Regulations 2014* and the Australian Design Rules (ADRs).

Important Notes

VSB14 refers to some modifications "*that do not require certification*" this means they may not require engineering certification, however they may still require the DoT CEO approval. It is the vehicle owner's responsibility to provide all the necessary information, even if using an agent.

All questions about the vehicle and the proposed modification must be answered for the online application to be processed. If you decide to carry out other modifications after you receive an initial approval in-principle, then you must re-submit a subsequent online application and obtain a secondary approval in-principle before proceeding.

When the vehicle is presented for initial or subsequent inspections at the DoT Vehicle Examination Centre or an approved Authorised Inspection Station (AIS) you will be requested to present the relevant completed checklists, as required by the VSB14 guide for the particular modifications performed. For regional customers, DoT will advise you of the appropriate AIS for inspection.

The modified vehicle will be inspected and must meet safety requirements for road use. The vehicle should brake well, handle well, and be structurally sound (all structural components must be free of rust).