



## Fact Sheet

# Transferring a WA Vehicle Licence

You must let the Department of Transport (DoT) know if you have sold or purchased a WA licensed vehicle. Vehicles can be transferred online using DoTDirect or by submitting a form and proof of identity may be required.

### Transfer a vehicle using DoTDirect - your online account

Customers with a DoTDirect account can transfer vehicles online. If you submit your transfer online, a transfer form is not required by the Department.

Vehicles that cannot be transferred online include:

- Part of a court order or deceased estate.
- Jointly owned.
- Transfers between spouses or de facto partners.
- Transfers to or from an organisation.
- Heavy vehicles.
- Vehicles issued with optional plates.

### Transfer a vehicle using a form

You can also transfer your vehicle by completing a Notification of Change of Ownership (MR9) form.

#### What the seller has to do:

- Complete the MR9;
- Give the purchaser the purchaser's copy (red) and the vehicle licence papers; and
- Submit the sellers copy (blue) to DoT within 7 days of the date of sale.

#### What the purchaser has to do:

- Complete the MR9 with the seller and obtain a copy of the licence papers;
- Submit the purchasers copy to DoT within 14 days of the date of purchase; and
- Pay the vehicle licence duty and transfer fee.

If the vehicle has a concession applied, the licence will need to be restored to full rates prior to using the vehicle.

If you are eligible for a concession, you must submit an Application for Concession (C1) form at a Driver and Vehicle Services (DVS) centre or regional DoT centre or agent.

### Optional Plates

If the vehicle has optional plates fitted and the seller wishes to keep those plates, they must be exchanged for other plates at a DVS centre or regional DoT centre or agent before the vehicle is sold.

If the optional plates are being sold with the vehicle, the Transfer of Right to Display Optional Plates (VL176) form must be completed, submitted with the MR9 and the prescribed fee paid. If the purchaser does not wish to keep the plates, they can be exchanged for other plates.

Fees may apply to all change of plates.

### Restrictions on Transfers

Unpaid infringement notices or court fines may prevent the transfer of a vehicle licence. Until the sanction has been removed, the vehicle is considered unlicensed and continued use of the vehicle will be in contravention of the *Road Traffic Act 2012*.

The vehicle licence status can be checked on the DoT website.

Contact the Fines Enforcement Registry on 1300 650 235 for enquiries.

### Payment of vehicle licence duty

The purchaser will be sent an Application to Transfer Vehicle Licence notice for the payment of the vehicle licence duty and transfer fee. The account must be paid within 28 days of its issue or the purchaser may be liable for a penalty.

Purchasers can also attend a DVS centre or regional DoT centre or agent to lodge their copy of the MR9 and pay the relevant fees at the same time.

## What is dutiable value?

Vehicle licence duty is calculated on the vehicle's dutiable value at the time of sale. Use the vehicle licence duty calculator on the DoT website to help work out how much vehicle licence duty you will have to pay based on the dutiable value.

The dutiable value of a used vehicle is the amount for which the vehicle might reasonably be sold, free of encumbrances, in the open market. As a general rule, the dutiable value of a vehicle will be the same as the purchase price. This definition of dutiable value also applies to vehicles that are gifted (i.e. transferred for no monetary gain) so that the correct amount of vehicle licence duty can be paid.

The dutiable value of a used vehicle purchased from a licensed car dealer would normally be the purchase price plus:

- dealer delivery charges, processing fees, buyer's premiums, administrative costs and other like expenses relating to the acquisition of the vehicle;
- an amount paid to the seller for accessories included with the vehicle on the date of license or transfer; and
- factory rebates provided by the manufacturers for fleet purchasers that are not available to all purchasers and must be added back to the purchase price to arrive at the correct dutiable value.

## Proof of ownership

If an MR9 form hasn't been completed, the purchaser should make every effort possible to contact the seller to arrange for one to be completed.

If not, the purchaser must complete a Declaration of Vehicle Ownership (VL50) form.

## Proof of identity (POI) and age

Purchasers must provide POI before a vehicle licence can be transferred into their name and it may be necessary to provide proof that the vehicle is to be primarily kept in WA.

A vehicle can only be licensed to:

- an individual;
- a corporate company or other incorporated body; or
- any other body that is recognised as being a legal entity.

### Individual

- Supply a WA driver's licence number on the MR9; or
- Produce evidence of their identity (e.g. a Birth Certificate or Passport). Refer to the Departments website for examples of suitable documents.

Individuals must be a minimum age of 16 years for a light vehicle (aggregate weight 4500 kg or less) and 18 years for a heavy vehicle (aggregate weight over 4500 kg) to have a vehicle transferred into their name.

### Corporate Company/Incorporated Body

- Provide the Australian Company Number; or
- Provide the Certificate of Incorporation.

An Australian Business Number is not acceptable POI.

## Personal Property Securities Register

The Personal Property Securities Register is a register where details of security interests in personal property can be registered and searched, and can advise you if money is owed on a licensed second-hand vehicle. Visit [www.ppsr.gov.au](http://www.ppsr.gov.au) or call 1300 007 777.

For more information please visit the website at [www.transport.wa.gov.au/licensing](http://www.transport.wa.gov.au/licensing)

