



Fact Sheet

Guidelines for Repairable Written-Off Vehicles

- These guidelines are designed to assist you to get the best possible outcome for your vehicle.
- To avoid unnecessary cost and delay, you should read through these guidelines thoroughly.
- The vehicle must be presented to a Written off Vehicle (WOV) Business for inspection after the replacement of any panels, structural members and after welding has been undertaken, but before the application of body filler, paint, trims and carpeting, where applicable.

What is it all about?

Department of Transport (DoT) has appointed and trained independent Written off Vehicle Examiners (WOVE) to perform inspections on repaired 'repairable' written-off vehicles. The WOVes will ensure that the repairs to the structural integrity, electrical systems and welds are compliant with manufacturers standards and repairs made to a professional standard of workmanship. The WOVes will conduct their examination prior to refinishing (filler and paint) to the roadworthy inspection. This is carried out at an Authorised Inspection Station (AIS) by an Authorised Vehicle Examiner.

To arrange the vehicle examination you will be required to contact a WOV Business. It should be noted that the WOV Business not DoT determines the fee for the examination; therefore, fee negotiations are between you and the WOV Business.

Upon successful completion of the inspection, the WOVE will issue you with Repairable Write-Off Vehicle Report and Major Component/Panel List. As the examination is not a roadworthy examination, you must present the repairable vehicle report, major component/panel list and the vehicle when in a roadworthy condition (see Step Two) to an AIS for inspection.

A full list of WOV Businesses is available on the DoT website at www.transport.wa.gov.au/licensing under the Repairable Write-Off Vehicles section or telephone 13 11 56.

The following simple step by step process will give you a clear understanding of what is required to ensure a smooth transition to the licensing of your vehicle.

Step One: Have your paperwork in order

You are required to obtain all receipts for major parts purchased and used on the vehicle, receipts for the repair of the vehicle and photographs taken (before, during and after) throughout the repair process. Should a complete vehicle be purchased to repair another vehicle, all major parts and components used need to be identified on the receipt. The receipts must adhere to the Australian Tax Office (ATO) requirements for GST and must include the:

- Name, address and ABN, ACN of the business that sold the parts;
- Date of purchase;
- Purchase price;
- GST;
- Full description of parts and components; and
- Second-hand-parts require the Vehicle Identification Number (VIN) of the donor vehicle, seller name and driver licence number.

If the vehicle has had a repair or replacement to the Supplemental Restraint System (SRS) airbag system, a report from an accredited agent and/or dealer that the system is complete and operational must be obtained.

Note: When an airbag system is sourced from a donor vehicle, the donor vehicle VIN must be checked if the donor airbag system is subject to a recall, (airbag systems from Statutory WOV's - water damage only cannot be used as a replacement).

These items are required to be presented to a WOV Business for the examination phase.

Should any of the above not be presented the examination cannot proceed.

Step Two: Present the Vehicle to a WOV Business for Inspection

The vehicle must be presented to a WOV Business for inspection by a WOVE after the replacement of any panels, structural members and after welding has been undertaken, but before the application of body filler, paint, trims and carpeting, where applicable.

The vehicle will be examined upon payment of an agreed fee to the WOV Business.

At the completion of the examination, the WOV Business will provide you with:

- The receipts;
- Photographs;
- Repairable Write-Off Vehicle Report; and
- A Major Component/Panel List form.

The vehicle may or may not be passed at this stage.

If the vehicle has failed the examination, you will be advised the reasons and requirements needed to complete this phase. The vehicle, all receipts and photographs will need to be presented again to an WOV Business for subsequent examination.

You are under no obligation to return to the initial WOV Business and can select any from the list.

If the vehicle has passed the examination you can now complete the repair/s applying body filler, paint, trims and carpeting as necessary to bring the vehicle up to a roadworthy condition.

Step Three: The Vehicle Examination

When the vehicle has been passed by the WOV Business according to the requirement of Step Two and is roadworthy. It must be presented to an Authorised Inspection Station (AIS) but not the business that repaired it, for an identity and roadworthy examination. At this point you are required to pay the prescribed examination fee.

If the vehicle fails, the examination you will be advised the reasons and requirements needed to pass the vehicle.

If the vehicle has passed the examination, it can be licensed following the current process.

For further information Department Of Transport

Telephone: 13 11 56

Website: www.transport.wa.gov.au

