# Authorised Vehicle Verifier (AVV)—verification report

**August 2022**

**The contents of this template constitutes an approved form.**

**Approved holders may insert their business logo/letterhead or alter the design of the form if preferred.**

**Remove this instruction before use.**

**Approved form under paragraph 100(4)(a) of the *Road Vehicle Standards Rules 2019* (the Rules)**

This Verification Report must be completed by the holder of the AVV approval and submitted to [ROVERinfo@infrastructure.gov.au](mailto:ROVERinfo@infrastructure.gov.au).

## AVV approval holder details

|  |  |  |
| --- | --- | --- |
| 1 | Business name of the AVV |  |
| 2 | Name(s) of verifier(s) |  |
| 3 | AVV approval number | AVV— |
| 4 | Contact details—name, telephone, email |  |

## Concessional RAV entry approval details

|  |  |  |
| --- | --- | --- |
| 5 | Concessional RAV entry approval number | CRE— |
| 6 | Name and contact details of the approval holder |  |

## Vehicle details

|  |  |  |
| --- | --- | --- |
| 7 | Make |  |
| 8 | Model |  |
| 9 | Variant, if applicable |  |
| 10 | Vehicle Identification Number (VIN) |  |

## Model Report details

|  |  |  |
| --- | --- | --- |
| 11 | Approved Model Report number | MRE— |
| 12 | Model Report version/date |  |
| 13 | Model Report Work Instructions document identifier |  |

## RAW details

|  |  |  |
| --- | --- | --- |
| 14 | Name of the registered automotive workshop (RAW) |  |
| 15 | RAW approval number | RAW— |
| 16 | Name of person presenting vehicle for approval |  |

## Accuracy of the RAW declaration

|  |  |  |
| --- | --- | --- |
| 17 | Did you receive a completed and signed RAW declaration? | yes  no |
| 18 | Were you satisfied the RAW declaration was true and accurate? | yes  no |

## Verification checks in accordance with the Model Report verification checklist

|  |  |  |
| --- | --- | --- |
| 19 | Verified | yes  no |
| 19a | Comments[[1]](#footnote-1): |  |
| 20 | Not verified – failed Verification Checklist | yes  no |
| 20a | Comments: |  |
| 21 | Not verified – not suitable for RAV entry | yes  no |
| 21a | Comments: |  |
| 22 | Not verified – reported stolen | yes  no |
| 22a | Comments: |  |

## Failure details

|  |  |  |
| --- | --- | --- |
| 23 | Select the appropriate reason/s for the vehicle’s verification failure | Vehicle did not meet the Model Report Vehicle Scope  Verification Checklist requirements not met  Deterioration limits were exceeded  Odometer  Damage or corrosion threshold limits exceeded  Repair of damage or corrosion threshold limits exceeded  Suspected stolen  Recall rectification action not taken |
| 23a | Comments |  |

## Completion of verification report

|  |  |  |
| --- | --- | --- |
| 24 | Date this Verification Report has been competed |  |

## Declaration and acknowledgements[[2]](#footnote-2)

### Declaration

I, acting on behalf of the holder of the AVV approval, declare that:

* Before verifying the vehicle, I was satisfied, on reasonable grounds the RAW Declaration presented was true and accurate.
* The vehicle presented for verification was been verified against the latest version of the Model Report Verification Checklist.
* Neither I nor the AVV approval holder holds a conflict of interest with either the holder of the RAW approval or the vehicle owner.
* That the information in this Verification Report is true and accurate, and I acknowledge that it is an offence or contravention under section 32 of the *Road Vehicle Standards Act 2018* to provide false or misleading information.

|  |  |
| --- | --- |
| Signature |  |
| Name |  |
| Date |  |

## Supporting material

Supporting material relevant to this verification report may include:

* Material demonstrating the RAW approval holder also holds the Model Report approval.
* Written statement, invoice or confirmation that the Model Report can be used or accessed.
* Any relevant correspondence between entities or with authorities.
* Modification checklist/s, photo images, video/s, recall rectification documentation, engineering reports, proof of odometer reading.

Information about completing the Vehicle Verification Report can be found at: <https://www.infrastructure.gov.au/vehicles/rvs/authorised-vehicle-verifiers/index.aspx>.

1. Provide attachments or supporting material where required or appropriate [↑](#footnote-ref-1)
2. Penalties may apply for a false or misleading declaration under section 31 of the *Road Vehicle Standards Act 2018* [↑](#footnote-ref-2)