# 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.

## 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)