



# Road Vehicle Standards

## Checklist for a Model Report application

April 2025

### Approval holder contact details

- ☐ Select who) would be the approval holder, responsible for meeting all the approval conditions.
- ☐ Identify the primary contact for the approval which will be published on the list of Model Report approvals on ROVER.
- ☐ Provide contact details for the primary contact person for accessing the approved Model Report.

### Information demonstrating you meet the selection criteria

- ☐ Indicate the type of Model Report you have developed and are seeking to have approved – vehicle to be entered on the SEVs Register, used 2-wheeled or 3-wheeled vehicle, trailers, or vehicle subject to second stage of manufacture (SSM).
- ☐ Provide details of the vehicle the Model Report will cover, including make (not High ATM trailers), model, and any variant details.
- ☐ If the Model Report covers a vehicle on the SEVs Register, include a valid SEVs Register entry number (or numbers where the make, model, vehicle category and SEVs criteria are the same).
- ☐ If the Model Report covers a second stage of manufacture vehicle, provide a valid vehicle type approval number of the first stage vehicle.
- ☐ Indicate whether the intended modification will change the vehicle category if the Model Report is for a SSM or a specialist and enthusiast vehicle campervan.
- ☐ Populate the Vehicle Scope details (one or more vehicle specifications) applying to the specific Model Report type.
- ☐ Identify and select the applicable standards set out in the [Road Vehicle Standards \(Model Reports – Compliance with Standards\) Determination 2021](#) that the vehicle must comply with (or substantially comply with).
- ☐ Provide information demonstrating the extent of compliance of a vehicle modified or manufactured by the model report with the applicable standards – full compliance, substantial compliance – minor and inconsequential, or substantial compliance – otherwise suitable, ADR exemption.
- ☐ Identify the source of any published information you include to support your application.

- ☐ Include the information needed to complete the compliance information forms for each applicable ADR.
- ☐ Where applicable, provide details about the vehicle to be manufactured or modified (NSW body code, Vehicle Identification Number (VIN) and source market).
- ☐ Upload the Model Report in the required format and with the required information, including:
  - Work Instructions (including a unique document identifier)
  - Verification Checklist (not needed for high ATM trailer Model Reports)
  - any further information or supporting documentation.

## Further information

For further information, please visit the [department's website](#) or submit an [online enquiry](#).

## Quick links

- [Model Reports](#)
- [Guide to applying for a Model Report approval](#)
- [Guide to applying for a Model Report approval—Appendix 1—Information required in an application](#)
- [Guide to developing a Model Report for SEVs vehicles](#)
- [Model Report template for a specialist and enthusiast vehicle](#)