ROAD VEHICLE STANDARDS

Guide to vehicle type approvals – Appendix 1

Information required in an application

November 2026

Features of the application	What information do you need to provide or have in place?
Who is seeking approval of the vehicle type?	Name, address and contact details of the applicant. The named applicant will be the holder of the vehicle type approval and be responsible for meeting the conditions of the approval. If an individual is applying, the details will be populated from ROVER. If a company is applying, additional details such as Australian Business Number (ABN), Australian Company Number (ACN) or certificate of incorporation (if located outside Australia) will be populated from the ROVER authority to act section. You will need to have relevant documents authorising you to act on behalf of the applicant. Further information about creating an account and recording authority to act is available at ROVER resources.
What are the identification details of the vehicle?	Provide details about the vehicle type: • vehicle category code (VCC) and sub-category if applicable • if it is second stage manufacture (SSM) – make

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	– model – variant identifiers • if it is a pre-release vehicle – maximum overall width of any variant (NB and NC categories). The make and model for the vehicle should be unique, not already approved, submitted or saved in another application for a vehicle type approval. See also **Different application requirements for specific vehicle types** in the Guide to vehicle type approvals. If multiple variant details are provided, they must all meet the scope covered by results of testing.
Provide further vehicle scope details and images to complete your Road Vehicle Descriptor (RVD).	You will need to provide additional information describing the vehicle type including variants of that type. This includes • marketing designation • whether a cab chassis variant is available • tyre placard, secure vehicle identification (SVI) location. **SSM** If the application is for vehicles subject to SSM, you are required to include a brief description of the SSM additions/modifications. Variant level information required includes: • componentry, typical VINs and • front and rear vehicle images of high contrast, cropped to size files. (except for low ATM trailers) • equipment information for light passenger and commerical vehicles. **Motive power** You will need to indicate the vehicle's motive power for each engine variant available. View the list of motive power options. **RVD for trailers** Low ATM trailers have a simplified version of a RVD to identify the range of vehicles covered by the approval.
What is the location address of where the	Provide the location address of the place(s) where the vehicle is designed and manufactured, or where other components are used in the design and manufacture of the vehicle.

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vehicle is designed and manufactured?	Identify the relationship you have with the vehicle manufacturer This will allow us to arrange access to premises for inspection purposes in deciding the application and for ongoing compliance monitoring activities of the vehicle type approval, if granted.
What level of control do you have over all stages of design, componentry and manufacture of the vehicle?	You will need to indicate that you have one of the following: • **Full control** over all stages of design, componentry and manufacture processes that will consistently produce the type of vehicle. • **Access** to information relating to all stages of the design, componentry and manufacture, and to changes that may affect the vehicle's compliance with applicable national road vehicle standards. You must upload a copy of the agreement that gives you access. For details about supporting documentation refer to **If you indicate you have control through access to information** in the Guide to vehicle type approvals. In the case of SSM, you will also need to provide information about verification of the first stage vehicle design.
Do you have a quality management system in place that includes all elements identified?	Review the Department's QMS Checklist and select yes or no when asked the question, 'Does your quality management system include all elements identified in the checklist?' The full QMS must be made available if we request it after submitting your application or after the approval is granted.
To what extent does the vehicle comply with the applicable national road vehicle standards?	You can bulk select ADRs for variants and indicate the extent of compliance, showing the vehicle: • fully complies with the applicable national road vehicle standards • substantially complies with the applicable road vehicle standards and the non-compliance is considered in minor and inconsequential respects • substantially complies with the national road vehicle standards and complies to an extent that is otherwise suitable • not applicable • ADR exemption. Some additional options may be available to select depending on the vehicle details: • fully compliant with supporting information pending • substantially compliant with supporting information pending • otherwise suitable with supporting information pending.

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	Where the level of compliance with one or more standards is 'otherwise suitable (non-standard)', an in-principle letter of support from the relevant state or territory registration authority or the National Heavy Vehicle Regulator is required. See also **Compliance with applicable national road vehicle standards** in the Guide to vehicle type approvals.
Information to demonstrate compliance with the applicable national road vehicle standards	A list of applicable ADRs will be populated by ROVER based on the vehicle details selected in the application. You will be able to add or remove an ADR as required. For each applicable ADR, you will need to provide all required compliance information and upload relevant documents as indicated by the form to demonstrate compliance with the applicable national road vehicle standards. The information you may need to provide include: • test results conducted or held by an RVS approved testing facility • an approval or other document issued by a contracting party to the 1958 Agreement (i.e. United Nations approvals) • an approved component type approval • an approved Model Report • a document confirming compliance to a specified requirement covered in the applicable ADR. See also **Compliance with applicable national road vehicle standards** in the Guide to vehicle type approvals.
Has the applicant, in the case of a body corporate, any member of the applicant's key management personnel contravened (or may have contravened) road vehicle legislation?	Indicate by selecting yes or no to whether you or any key management personnel member been found to contravene, or allegedly contravene road vehicle legislation. If you answer yes, then details about you or the key management personnel member and a statement about occurrences will need to be provided. Key management personnel of a body corporate means those who have authority and responsibility for planning, directing and controlling the activities of the body corporate (whether directly or indirectly) and includes any director (whether executive or otherwise) of the body corporate.
Approval details	You will need to provide contact details for publication on the list of published approvals. You may nominate a date your vehicle type approval is to take effect. If this date is earlier than the date the approval is granted (the decision date), the approval will take effect on the decision date.

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	Indicate whether you intend to add vehicles to the RAV before they arrive in Australia. If so, provide justification showing that the vehicles will be in a suitable condition for RAV entry. This option is primarily intended for the first stage manufacture of vehicles with a SSM to take place overseas.
Do wish to place an embargo on one or more variants covered by the approval?	ROVER enables you to provide an embargo date to allow the RVD details and images of a particular variant(s) to not be published until a specific date. The approval notice will list all of the variants under the approval but the details of any particular variant covered by a selected embargo date **will not** have a published RVD during the period up to the embargo date. However, the RVD must be published with that variant before they are entered on the RAV. **Note:** if you choose to select an embargo date, your approval, will contain an additional condition that you cannot enter embargoed vehicles on the RAV before the published RVD contains information about that variant(s).
Declarations	Read the declaration questions. Tick the declaration box to indicate that you agree to all the declaration questions and acknowledge that you have signed the declaration. You are expected to have processes in place that address the eligibility criterion about record keeping, including: • access to the original and all subsequent versions of the supporting information throughout the period that the approval is in force, and for 7 years after the approval expires • an ability to make all information available when requested in writing by the Secretary, including the vehicle's design and componentry documentation, test reports, source materials and manufacturing procedures • an ability to keep all of the information up to date throughout the period the approval is in force. Importantly, you are also expected to be able to demonstrate you meet the eligibility criterion about complying with conditions in an approval by ensuring that you have processes and procedures in place that assures the decision maker that the applicant has: • an ability to comply with all of the standard and specified conditions within the approval • an ability to meet all other requirements of the RVSA, the Rules or any instrument under the RVS legislation that apply to the applicant or the vehicle. Offence/civil penalty provisions under the RVS legislation apply against a breach of a condition within a vehicle type approval.

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	See also, what complying with the conditions of your approval means in the Guide to vehicle type approvals Appendix 3 – Expectations for the conditions applied to a vehicle type approval. See also, the obligations of a vehicle type approval holder under **Approval holder responsibilities in the** Guide to vehicle type approvals. See also, the department's monitoring and enforcement responses under **Your responsibilities as an approval holder** in the Guide to vehicle type approvals.

Updated October 2023 – Appendix title revised.

Updated November 2026 – General update reflecting changes to the application form, including RVD motive power information and removal of references to former MVSA and RVCS system.