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Department of Infrastructure, Transport,
Regional Development, Communications and the Arts



➤ Guide to concessional RAV entry approvals

April 2023

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Introduction

Under the Road Vehicle Standards (RVS) legislation, the concessional Register of Approved Vehicles (RAV) entry approval pathway mainly allows single road vehicles to be provided to the Australian market for use on public roads for the first time.

The RVS legislation has two approval pathways:

- When a large number of the same type of vehicle will be provided, a person can apply for a [vehicle type approval](#).
- When individual vehicles, or small numbers of identical vehicles, will be provided, a person can apply for a [concessional Register of Approved Vehicles \(RAV\) entry approval](#).

What is the Road Vehicle Standards legislation?

The *Road Vehicle Standards Act 2018* (RVSA) replaced the *Motor Vehicle Standards Act 1989* (MVSA) on 1 July 2021 and is administered by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the department).

The detail of how the RVSA regulatory framework operates is contained in subsidiary legislation, the Road Vehicle Standards Rules 2019 (the Rules). The RVSA, the Rules and other related legislation are collectively referred to as the Road Vehicle Standards (RVS) legislation.

What is the Register of Approved Vehicles?

The [Register of Approved Vehicles](#) (RAV) is a publicly searchable online database of vehicles that have met the requirements of the RVS legislation and been approved for provision to the Australian market. Once entered on the RAV, a vehicle can be registered by a state or territory registration authority (pending the regulatory requirements of the particular state or territory).

What is the concessional RAV entry approval pathway?

Through the [concessional RAV entry approval](#) pathway you can apply to enter a single vehicle or up to 30 identical vehicles as part of a single application. The exception is trailers where up to 4 identical trailers can be included in one application. This pathway:

- gives motoring enthusiasts access to a greater range of classic and collectible vehicles by replacing the pre-1989 cut off for concessional importation of [older vehicles](#) under the MVSA with a pathway for importing and entering vehicles 25 years or older (on a rolling basis) on the RAV
- allows vehicles to be imported and entered on the RAV (including used motorcycles, [specialist and enthusiast vehicles](#), and vehicles to undergo second stage of manufacture), conditional on them being modified and verified to ensure they comply with the applicable national road vehicle standards. Vehicles eligible under this option need to comply with damage and corrosion requirements – if your vehicle has been damaged, including repairs to damage, or has corrosion, including repairs to corrosion, you should consult with a registered automotive workshop (RAW) about what is allowable
- continues to allow for [special purpose vehicles](#) that, because of their intended purpose, cannot comply fully with the applicable national road vehicle standards, to be imported or manufactured and entered on the RAV, provided they comply with those standards to an extent that makes the vehicle suitable for use on public roads in Australia
- continues to allow migrants settling in Australia, and expatriate Australian citizens returning permanently to Australia after a long period overseas, to bring their personal road vehicle with them if they meet the necessary criteria

- allows an applicant to import or manufacture and enter 4 trailers with an aggregate trailer mass (ATM) of 4.5 tonnes or less ([low ATM trailers](#)), and 4 trailers with an ATM of more than 4.5 tonnes ([high ATM trailer](#)) a year on the RAV, without having to meet the requirements of the type approval pathway, provided that:
 - for low ATM trailers, the applicant provides an enforceable declaration to the department that the vehicle complies with the applicable national road vehicle standards
 - for high ATM trailers, the applicant provides an enforceable declaration **and supporting material** to the department that the vehicle complies with applicable national road vehicle standards, and
- gives flexibility to allow entry on the RAV on the basis (assessed case-by-case) that the vehicle does not meet any of the specific eligibility criterion but is otherwise suitable for entry on the RAV (and consequently an import approval).

Note: Most vehicles 25 years and older do not need to be entered on the Specialist and Enthusiast Vehicles Register. They can apply for entry on the Register of Approved Vehicles as a single road vehicle via the [concessional RAV entry approval](#) pathway under the ‘older vehicles’ criterion.

Who can apply for a concessional RAV entry approval?

Generally, any person (including an individual or a corporation) may apply for a concessional RAV entry approval. Exceptions to this apply under the eligibility criterion for vehicles to be modified by a [registered automotive workshop](#) approval holder (other than vehicles subject to second stage manufacture) and the personal effects eligibility criterion, where the applicant must be the individual owner. A corporation could not meet certain requirements relating to living outside and migrating to Australia.

Important: A concessional RAV entry approval is also taken to be an import approval for that vehicle. This allows vehicles from overseas to be [imported into Australia](#) and entered on the RAV.

What IT system do I need to access?

You must complete the online application form in [ROVER](#), the department’s online applications and approvals portal, and provide or upload the required information before your application can be assessed.

All applicants or their representative must first [create a user account in ROVER](#). If an agent or company representative submits the application on behalf of the applicant, they must have the relevant documents, an [authority to act](#), and the information required to satisfy the application’s eligibility criteria.

What information do I need to provide in the application?

To apply for a concessional RAV entry approval, you must complete the application form in ROVER, provide or upload the required information, and pay the appropriate fee so that your application can be assessed.

Meeting eligibility criteria

Importantly, the department needs to be satisfied that the road vehicle meets all the applicable eligibility criteria under section 35 of the Rules. This means the road vehicle can satisfy the requirements of one of the following concessional RAV entry approval types:

- older vehicles
- vehicle to be modified by the holder of a RAW approval



- special purpose vehicle
- personal effects
- trailers
- road vehicle suitable for entry on the RAV.

Requirements for the different concessional RAV entry criteria


The following table sets out the approval criteria for the different concessional RAV entry approval types and what information can be used to demonstrate compliance.

Table 1. Approval criteria for the different concessional RAV entry approval types.

Criterion	What is required
<p>Older vehicles</p> <p>This criterion allows passenger cars or vans, motorcycles and light commercial vehicles (less than 3,500 kg gross vehicle mass (GVM)) that were originally manufactured (or significantly modified) at least 25 years before the application was made, to be added to the RAV.</p> <p>This criterion is not intended to cater for vehicle requiring significant restoration before being suitable for use on a public road (non-RAV entry import approvals should be used for this, until the vehicle is suitable for use) or vehicles that are new replicas of old vehicles, even when bearing the identification of the older vehicle.</p>	<p>Vehicle category</p> <p>Photographs of the vehicle and for light commercial vehicles, credible documentation showing the vehicle's GVM is under 3,500 kg.</p> <p>The vehicle was built more than 25 years ago</p> <p>The vehicle's year of manufacture is required for all applications. If the month cannot be demonstrated, the application will default to December.</p> <p>Information showing a vehicle's build date can include the original sales document, a deregistration certificate from certain countries, and/or a photograph of the vehicle identification number (VIN).</p> <p>If the vehicle has been significantly modified, the modifications were completed more than 25 years ago</p> <p>For a car or light commercial vehicle, significant modifications include:</p> <ul style="list-style-type: none"> • body modifications • chassis modifications • modifications to the drivetrain • braking modifications • steering conversion. <p>For a motorcycle, significant modifications include:</p> <ul style="list-style-type: none"> • modifications to the frame • modifications to the drivetrain. <p>The application will include information about types of vehicle modifications, dates they were performed and additional supporting material such as photographs of each significant modification, and material to support the date of each listed modification.</p> <p>Vehicle details</p> <p>Photograph of VIN or chassis number.</p>
<p>Vehicles to be modified by a RAW approval holder</p>	<p>Eligibility for vehicle being modified a RAW</p> <p>Statement that one of the following apply:</p> <ul style="list-style-type: none"> • the vehicle is covered by an entry on the SEVs Register • the vehicle is a used two- or three-wheeled vehicle

Criterion	What is required
<div data-bbox="258 331 354 427" style="text-align: center;">  </div> <div data-bbox="156 443 459 465" style="text-align: center; background-color: #003366; color: white; padding: 2px;">REGISTERED AUTOMOTIVE WORKSHOP APPROVALS</div> <p data-bbox="148 488 464 741">This criterion allows vehicles on the Specialist and Enthusiast Vehicles (SEVs) Register, used motorcycles and vehicles on the RAV subject to a second stage of manufacture, to be added to the RAV.</p> <p data-bbox="148 763 464 981">This is subject to the vehicle being modified or manufactured in accordance with an approved Model Report and verified by an approved authorised vehicle verifier (AVV).</p> <div data-bbox="258 1010 354 1106" style="text-align: center;">  </div> <div data-bbox="258 1122 363 1144" style="text-align: center; background-color: #003366; color: white; padding: 2px;">MODEL REPORTS</div>	<ul style="list-style-type: none"> • the vehicle is entered on RAV via the type approval pathway, has not been provided for the first time in Australia and will be subject to second stage of manufacture. <p>For vehicles covered by entries on the SEVs Register, the SEVs Register entry reference number will be selected via the link through the Model Report. The SEVs Register entry must be current.</p> <p>The build date of the vehicle must be within the SEVs Register build date range. This date is generally checked using online decode sites, where the chassis or VIN cannot be decoded the department may request evidence of build date, especially if the vehicle is built near the start or end of the SEVs Register eligibility date range.</p> <p>Vehicle subject to second stage of manufacture will have a VIN check done in the process of the application, to confirm the vehicle is already on the RAV.</p> <p>Vehicle ownership</p> <p>Proof that you own or intend to own the vehicle.</p> <p>This may consist of such things as a purchase document or signed contract.</p> <p>Proof of ownership is not required for vehicles subject to second stage of manufacture.</p> <p>You have, or are able to access, an approved Model Report that applies to the vehicle.</p> <p>A list of approved Model Reports is available in ROVER. Select the Model Report to be used as it relates to the make, model and variant of the vehicle.</p> <p>Provide the name of the holder of the Model Report approval.</p> <p>Statement of which country the vehicle is being imported from.</p>
<p>Special purpose vehicle (SPV)</p> <p>This criterion allows non-standard vehicles that are non-standard for the purpose of performing a special purpose to be added to the RAV where the vehicle is a used vehicle or the applicant is unable to meet additional supporting material requirements for type approval.</p> <p>SPVs have been provided with discretionary relief under section 41 of the Rules from 1 July 2021 to 30 June 2024. Refer to the Special purpose vehicle guidelines.</p> <div style="background-color: #e6f2e6; padding: 10px; margin-top: 10px;"> <p>Note: Special purpose vehicle applications can include a single</p> </div>	<p>Vehicle complies with national road vehicle standards to an extent that makes it suitable for use on a public road</p> <p>Letter of in-principle support from the National Heavy Vehicle Regulator (NHVR) or state or territory registration authority where the vehicle will be used (the in-principle support is not required where the extent of compliance is within the allowance published in a gazette notice on the NHVR website – the notice must be applicable for the intended location of use).</p> <p>Between 1 July 2021 and 30 June 2023</p> <p>There is no requirement to demonstrate compliance with ADRs.</p> <p>Between 1 July 2023 and 30 June 2024</p> <p>SPV applications, excluding trailers, must demonstrate compliance with ADRs applicable to brakes, lights and mirrors. Special purpose trailer applications must demonstrate compliance with ADRs applicable to brakes, lights and mechanical connections.</p> <p>From 1 July 2024</p> <p>Vehicle does not comply with all the applicable national road vehicle standards</p> <p>The application will require you to identify the ADRs the vehicle does not comply with.</p> <p>Vehicle would not be able to operate for the purpose for which it was designed if it complied with national road vehicle standards</p>

Criterion	What is required
<p>road vehicle or up to 30 identical vehicles.</p> <p>You can add a different build date for each vehicle if the date range does not change ADR applicability for the vehicle category.</p>	<p>Statement that the vehicle would not be able to operate for the purpose for which it was designed if it complied with national road vehicle standards.</p> <p>Description of how modification or different design of the vehicle (to make it compliant with national road vehicle standards) would mean the vehicle could not operate for this purpose. This should be specific to each standard with which the vehicle does not comply.</p> <p>Compliance information for each applicable ADR</p> <p>If you cannot complete the application because the vehicle needs to be tested when in Australia, you can identify the ADRs that need testing or confirmation by selecting 'compliance to be confirmed after importation' in the extent of compliance section of the application. A condition will be added to the concessional RAV entry approval for this information to be provided before the vehicle is entered on the RAV.</p>
<p>Personal effects</p> <p>This criterion allows migrants settling in Australia, and expatriate Australian citizens returning permanently to Australia after a long period overseas, to bring their personal road vehicle with them, provided they meet the necessary criteria.</p>	<p>Your date of birth.</p> <p>Statement that you owned and used the vehicle while overseas (substantially or exclusively) for a continuous period of at least 12 months immediately before arriving in Australia to live permanently.</p> <p>Documentation that supports 12 months continuous residency in the country in which the vehicle was purchased, before the date you arrived in Australia. This could include:</p> <ul style="list-style-type: none"> • rental receipts/purchase documents • employment records • utilities statements • your or your children's education enrolment. <p>Supporting documentation of registration of the vehicle overseas 12 months before arriving in Australia to live permanently.</p> <p>Remaining in Australia indefinitely</p> <p>Date you arrived in Australia for the purpose of living here indefinitely. Supporting information for this date, for example, flight information.</p> <p>Statement that you intend to remain in Australia indefinitely.</p> <p>Supporting material for this statement such as documents showing employment history, property ownership or rental, applications (e.g. tax file number, Medicare, drivers licence, bank account), registration for Medicare and school enrolment for children.</p> <p>Supporting information to substantiate your intention to leave your country of residence indefinitely, for example:</p> <ul style="list-style-type: none"> • resignation acceptance letter from overseas employer • cancellation of utilities services overseas • sale/cancellation of overseas property • shipment of your household goods to Australia. (e.g. copies of shipping documents). <p>Statements by you about why you are (potentially or actually) entitled to live in Australia (i.e. citizenship or certain visas).</p>

Criterion	What is required
	<p>Supporting information to support your entitlement to remain in Australia, for example:</p> <ul style="list-style-type: none"> • Australian passport • permanent resident visa or application • information about other relevant visas you may hold.
<p>Trailers</p> <p>This criterion allows an applicant to import or manufacture and enter 4 trailers with an aggregate trailer mass (ATM) of 4.5 tonnes or less (low ATM trailer), and four trailers with an ATM of more than 4.5 tonnes (high ATM trailer) a year on the RAV, without having to meet the requirements of the type approval pathway, provided that:</p> <ul style="list-style-type: none"> • for low ATM trailers, the applicant provides an enforceable declaration to the department that the vehicle complies with the applicable national road vehicle standards • for high ATM trailers, the applicant provides an enforceable declaration and supporting material to the department that the vehicle complies with applicable national road vehicle standards. 	<p>Trailer details</p> <p>Statements regarding:</p> <ul style="list-style-type: none"> • type of trailer: box trailer, boat trailer, caravan, camper trailer, glider trailer, or other (specify) • length, width and height of trailer in metres • ATM, tare mass, and gross trailer mass (GTM) of the trailer in kilograms • country of manufacture. <p>Supporting information for the ATM – either the specification document prepared by the manufacturer, a photograph of the identification plate showing the ATM, or if the trailer was manufactured in the USA, a copy of the Certificate of Origin or other justification for the ATM.</p> <p>Maximum of 4 concessional RAV entry approvals for these trailers per year</p> <p>Statement whether you have been granted 4 or more concessional RAV entry trailer approvals in the same weight category in the past 12 months.</p> <p>Compliance with national road vehicle standards</p> <p>Statement that you have read and understood applicable Australian Design Rules (ADRs). The applicable ADRs are at those that apply at the date of application for concessional RAV entry. The original build date of the vehicle is not relevant.</p> <p>For trailers under 4.5 tonnes ATM, a declaration that the trailer complies with the ADRs, or will comply with the ADRs (as in force at the time that the application is submitted), at the time that it is entered on the RAV.</p> <p>In the case of a trailer over 4.5 tonnes ATM, in addition to the statement the vehicle complies or will comply, you must provide compliance information showing that the vehicle complies with the applicable national road vehicle standards.</p> <p>Compliance information submitted in ROVER will be in the same form and assessed in the same way as type approval applications for heavy trailers (with the exception of conformity of production and design control requirements applicable to type approval). Any testing would need to be conducted by an approved testing facility or by a person who holds a testing facility approval but did not at the time the testing was conducted.</p>
<p>Note: Up to 4 identical trailers can be submitted in a single application.</p>	
 <p>TESTING FACILITY APPROVALS</p>	<p>If you have previously been approved for an identical trailer, the details of that approval can be provided instead of supplying duplicate compliance information. In this case the application will still need to identify the extent of compliance for each ADR but you do not need to complete the compliance information forms. Instead, you will need to add the statement “This vehicle is identical to the vehicle identified in application CRE-202X-XXXXXXX that was approved previously” into the ‘comments and other matters’ section of the single road vehicle application.</p> <p>If you cannot complete the application because the vehicle needs to be tested in Australia, you can identify the ADRs that need testing or confirmation by selecting ‘compliance to be confirmed after importation’ in the extent of compliance section</p>

Criterion	What is required
	<p>of the application. A condition will be added to the approval for this information to be provided before the vehicle is entered on the RAV.</p> <p>Substantial compliance with national road vehicle standards</p> <p>Where a trailer does not or will not comply with the national road vehicle standards:</p> <ul style="list-style-type: none"> • You must provide details of the standards the trailer does not or will not comply with at the time it is added to the RAV. The non-compliance must be either only in minor and inconsequential respects, or the trailer complies to an extent that makes it suitable for use on a public road (would not pose a risk to public safety and would be appropriate for such use). • You must complete a declaration that the trailer complies or will comply with the national standards in all other respects when the trailer is entered on the RAV. • Where a trailer is over 4.5 tonnes ATM, in addition to the declaration you must either provide evidence of compliance for applicable ADRs or provide details of a previously approved identical trailer – representing the technical assessment that the vehicle complies with the applicable national road vehicle standards. • A letter of in-principle support is required to confirm the vehicle is suitable for use on a public road. This needs to be obtained from the National Heavy Vehicle Regulator (NHVR) or state or territory registration authority where the vehicle will be used (the in-principle support is not required where the extent of compliance is within the allowance published in a gazette notice on the NHVR website, the notice must be applicable for the intended location of use). • Where the non-compliance is not minor and inconsequential, the model of the vehicle must end with NS to identify the vehicle is 'Non Standard'. <p>If you cannot complete the application because the vehicle needs to be tested when in Australia, you can identify the ADRs that need testing or confirmation by selecting 'compliance to be confirmed after importation' in the extent of compliance section of the application. A condition will be added to the concessional RAV entry approval for the information to be provided before the vehicle is entered on the RAV.</p>
<p>Road vehicle suitable for entry on the RAV</p> <p>This criterion allows the Minister to approve suitable road vehicles that do not satisfy any of the other criteria for entry on the RAV.</p>	<p>Statements describing how the vehicle is suitable for entry on the RAV.</p> <p>Where an applicant or vehicle does not meet any other criteria, an applicant may be able to satisfy a decision-maker that the vehicle is suitable for entry on the RAV, in this case a concessional RAV entry approval can be granted for the vehicle.</p> <p>Information from a vehicle type approval holder that the vehicle complies with applicable standards and is otherwise identical to a vehicle covered by a type approval could be considered in deciding if the vehicle is suitable for entry on the RAV.</p> <p>To make an application where the applicant is not close to meeting any other eligibility criteria, applicants should apply for a 'personal effects' vehicle under the Single Road Vehicle application in ROVER and ensure they include in the comments section that they are seeking consideration that the vehicle is otherwise suitable for entry on the RAV, as well as a detailed reason and any relevant supporting documentation for this.</p>

Declarations

You will also be asked to make the following declarations:

- **You will meet the standard condition regarding modification or manufacture by a RAW and verification by an AVV.** You will declare that you will comply with the condition to have the vehicle modified by a RAW and examined by an AVV in order for the vehicle to be added to the RAV.
- **You will comply with conditions of approval.** You will declare that you will comply, if applicable, with the condition that the vehicle will be exported or destroyed if the examination by a RAW or AVV identifies that the vehicle does not meet structural integrity requirements.

Personal and commercial information

Collecting personal details such as name and contact information has been considered under the *Privacy Act 1988* and the department's Privacy Policy as reasonably necessary to administer the provisions of the RVS legislation, including to assess and make decisions on applications. Contact information associated with a concessional RAV entry approval is also required to maintain communication with applicants and approval holders.

Further information on [how your personal and commercial information is managed in ROVER](#) is available.

Application fees and cost-recovery charges

The Australian Government recovers the costs of activities related to the administration of the RVS legislation from industry participants, consistent with the Australian Government Charging Framework.

The [fees charged](#) for approval applications, including concessional RAV entry approval applications, reflect the actual cost of processing applications. Cost-recovery charges recover the cost of activities that cannot be directly related to an application assessment. This includes development of ADRs and post-market activities such as audits, recalls and internal quality assurance.

For applications covering multiple identical vehicles, only one application fee is charged but a RAV-entry charge will apply for each individual vehicle.

Important: Applications are not complete until the fee has been paid through ROVER. Applications will not be considered until your payment has been received.

Can I change details in my application?

When you start an application, ROVER allows you to save it, exit and return to your saved work in ROVER at any time before you submit it. If you need to amend your application after it has been submitted, but before you've paid the fee, you can withdraw, amend and resubmit it, or delete it.

You can also [withdraw an application](#) and then amend and resubmit or delete it after you have submitted it and paid the fee if its status in ROVER is 'Paid—Awaiting Assessment', or 'Assessment in progress'. The process for withdrawing, amending and resubmitting, or deleting an application after the fee has been paid is explained in the ROVER guide: [How to withdraw, amend and resubmit or delete an application](#).

As you progress through the application creation, submission, payment and decision process in ROVER, you can view the [status of your application](#) at various stages.

Decision making – granting or refusing an approval

What does the department do with the information submitted?

The department will assess the information submitted in your application against the eligibility criteria, as set out in section 35 of the Rules, in addition to other considerations and relevant matters under section 43 of the Rules.

A recommendation will then be provided to the Secretary or the delegated decision-maker whether to grant, or refuse to grant, an approval.

The department will consider:

- who is seeking the approval
- whether the vehicle is a road vehicle and meets the requirements of the relevant criteria
- whether you (and key management personnel of the applicant company where relevant) have been found by any government agency or a court to have contravened road vehicle legislation.

If you provide insufficient or incorrect information with your application or do not comply with a request made by the department under section 33 of the Rules, your application may be [refused to be considered](#).

What do we expect to assess?

To ensure the decision-maker is satisfied the requirements to grant a concessional RAV entry approval are met, a consistent approach is used to assess:

- declarations that have been made as required in the application
- all the information required and supporting documents submitted with the application
- any additional information provided by the applicant when requested by the department
- any other matter considered relevant to the specific application.

The assessment focuses on the information, declarations and supporting documents submitted with the application. It is therefore important that your application provides sufficient detail to enable the decision-maker to decide whether to grant an approval.

Requests for further information or inspection

During assessment, you may be asked to provide more specific information or to allow or arrange for an inspection of the vehicle in your application under section 33 of the Rules, to help decide whether to grant an approval.

You will receive a notification outlining details about the request for information or inspection and explaining what information needs to be provided and when. The department will contact you to arrange a suitable time for an inspection.

If you receive a request for further information (RFI) or inspection, you will be given 30 business days, or a longer time as specified in the request, to respond. The time to decide the application is paused until all the requested information is supplied or the inspection is completed. A longer period may be allowed where, for example, the RFI is complex or detailed. While under an RFI, the application's status will be updated to 'on hold-query pending'.

The assessment will resume once the request for additional information or an inspection is completed. The application's status will be updated to 'in progress'. Responses to requests for further information will be considered when deciding whether to grant the approval.

Refuse to consider an application for a concessional RAV entry approval

Applications must include all relevant information, be in the approved form and accompanied by the application fee to be considered.

The decision-maker may decide to [refuse to consider](#) an application if the application does not provide the relevant information or if requests made by the Secretary or delegate have not been met. This means that the application is not assessed and no decision is made to either grant an approval or refuse to grant an approval. You will be notified if the Secretary or delegated decision-maker decides to refuse to consider your application.

Where a request for further information or an inspection has been made, you are able to submit relevant details or allow an inspection to support your application. This ensures all required information is available for the decision-maker to fully consider and decide the application. If you fail to comply with a request for information or inspection within the time allowed, or fail to provide the relevant information requested, your application may be refused to be considered, under section 34 of the Rules.

Specifically, the decision-maker may refuse to consider an application for a concessional RAV entry approval if:

- the application is not in the approved form. The IT system automates this process. However, the required documents may not have been submitted with the application (while an upload may have been made it may not contain the relevant information)
- the application fee has not been paid (if no payment is made within 30 business days of submission)
- the applicant has not complied with a request for further information or inspection within the 30 business days, or longer period if allowed.

If you disagree with the decision to refuse to consider your application, you can apply for a review of the decision. This is explained in the refuse to consider application notice.

How long will it take to decide an application?

The decision-maker must decide your application for a concessional RAV entry approval within 30 business days after receiving the application. This is a [legislated requirement](#) under section 44 of the Rules. The department aims to notify the applicant within the 30 business days. However, if a request further information or an inspection of premises is needed, the time to decide may be longer.

Note: The definition of a business day under section 5 of the Rules means a day that is not a Saturday, Sunday or a public holiday in the Australian Capital Territory.

Deciding an application for a concessional RAV entry approval

The decision-maker will consider specific criteria that must be satisfied when deciding your concessional RAV entry approval application. These are set out in sections 35 and 43 of the Rules. You will be informed of the decision to grant or refuse a concessional RAV entry approval with an appropriate notice. Where refusal decisions are made, the notices will include how you can seek a review of the decision.

Approval numbering

If an approval is granted, you will receive a unique concessional RAV entry approval number generated automatically from ROVER.

Approval holders' responsibilities

A concessional RAV entry approval holder has important responsibilities. These will appear as standard and specified conditions detailed within the approval notice, if granted.

Conditions relating to a concessional RAV entry approval fall under sections 47, 48 and 49 of the Rules. These conditions ensure that legislative requirements can be controlled.

It is an offence under the RVS legislation if these conditions are not met and penalties may apply.

See also, [Complying with your responsibilities](#)

Summary of responsibilities

A concessional RAV entry approval holder must comply with all of the conditions in their approval. In addition to standard conditions, a concessional RAV entry approval holder may also need to satisfy any [specified conditions](#) under paragraph 47(1)(a) of the Rules. These may appear separately on the approval notice and relate to the vehicle's specific or unique circumstances.

Can I change details in a concessional RAV entry approval?

A concessional RAV entry approval holder can make administrative updates to the details previously provided to the department, such as contact name and address through ROVER.

You may also [apply to vary](#) your concessional RAV entry approval through ROVER, should you need to:

- update information about the supporting information or versions of documents previously submitted
- seek to have a specified condition varied, removed or added
- correct information relating to other aspects of the approval.

Application to suspend or revoke an approval

An approval holder may also seek to have their concessional RAV entry approval suspended or revoked. You can request to suspend or revoke an approval through ROVER from your list of approvals. There is no associated fee to suspend or revoke an approval.

If a suspension is requested, the specified time period for the suspension must be included. During the suspension period, the approval is not in force.

A request to revoke an approval means that the approval is ceased.

Important: Please see the [RVS Glossary of terms](#) on our website for a comprehensive list of RVS terms and their definitions.

Complying with your responsibilities

The department monitors and enforces compliance with the RVS legislation under both the RVSA (applying penalties) and the Rules (obligations of an approval holder).

The department encourages voluntary compliance and undertakes informed risk-based compliance activities to confirm compliance. These compliance activities may involve:

- asking you to provide information in writing to assess your application
- appointed inspectors physically entering premises to inspect the vehicle.

What if I don't comply?

Under the RVS legislation, offences and civil penalty provisions cover when a person (individual or company):

- breaches a condition of their approval
- breaches an obligation to provide records after an approval ceases to be in force
- provides a false or misleading declaration
- provides false or misleading information.

If the department identifies non-compliance, our response will be proportionate to the risk being managed.

Our response may include issuing infringement notices, applying for civil penalty orders or injunctions, or entering into enforceable undertakings.

Self-assessment check list – am I ready to apply?

Before you create a ROVER account

- ✓ Are you an agent or representative of the applicant? If yes, do you have an electronic copy of your authority to act on behalf of the applicant?
- ✓ Do you have relevant proof of identify documents as required to create a ROVER account?

Before you start the application for a concessional RAV entry approval

Older vehicles

- ✓ Do you have:
 - For a car or light goods vehicle, the details, including dates, of any significant modifications, such as modifications to the body, chassis, drivetrain, brakes or steering?
 - For a motorcycle, the details, including dates, of any significant modifications, such as modifications to the frame or drivetrain?

RAWs modification

- ✓ Do you have the required information, such as the SEVs Register entry number, Model Report approval number, name of the Model Report approval holder, and photos of the vehicle (clear colour image of the front, rear and side of the vehicle)?

Special purpose vehicles

- ✓ Do you have:
 - photos of the vehicle (clear colour image of the front, rear, side, engine bay and full interior)
 - an image of the VIN or chassis number on the vehicle)
 - compliance information about the vehicle's compliance with standards? (Subject to the SPV transitional arrangements.)
 - An in-principle support letter

Personal effects

- ✓ Do you have documentation demonstrating:
 - continuous residency in the country in which the vehicle was purchased
 - regular use of the vehicle on a public road in the country of residence
 - your entitlement to live in Australia indefinitely?

Trailers

- ✓ Do you have documentation demonstrating the:
 - trailer type
 - vehicle category
 - country of manufacture
 - dimensions and weight?
 - Compliance information to support your declaration that the vehicle complies, high ATM trailers will also need to supply some of this information.

Further information

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

Quick links

- [Guides and resources](#)
- [How is my personal and commercial information in ROVER managed?](#)
- [How to create a user account in ROVER.](#)
- [ROVER application statuses and notifications](#)
- [What are the RVS fees and charges?](#)
- [What are RVS decision-making timeframes?](#)