



## Vehicle Safety and Standards

# Modification Application Light (Production) Vehicles

### Guidance on completing the modification application

The Department of Transport's Vehicle Safety and Standards is required to assess applications from people wishing to perform a modification on a vehicle that requires the approval of the Director General of the Department of Transport (Transport). As part of this process applicants are required to complete this form, unless the modification is one that has been gazetted as a modification not requiring formal approval. This only applies to minor modifications such as fitting roof-racks and alarm systems.

A list of modifications that can be performed without receiving prior approval from Transport is available in the ['Vehicle standards - Modify or construct a vehicle'](#) section of our website.

The finished modified vehicle must continue to comply with relevant vehicle standards including the [Road Traffic \(Vehicle Standards\) Regulations](#), [Road Traffic \(Vehicle Standards\) Rules 2002](#) and the [Australian Design Rules \(ADRs\)](#). The ADRs are construction and emission standards applying to motor vehicles intended for use in transport in Australia.

In order to avoid inconvenience and unnecessary paperwork, applicants wishing to modify a vehicle are advised to refer to the national ["Code of Practice for Light Vehicle Modifications" \(VSB14\)](#) before completing this application. This code was developed to assist owners to perform safe and legal modifications.

It is particularly important to read the *Preface* and *Introduction* sections of VSB14 before making application as they provide valuable and detailed background information.

Please note that whilst Transport is willing to assist modifiers, it does not offer a design service. You may need to employ a consultant if you are not sure how to design the intended modifications. You may also need to employ a consultant if you are proposing to carry out modifications for which VSB14 requires supporting reports.

A list of consulting engineers recognised by Transport ([Publication IB-102, Engineering Signatories](#)) can be found on our website.

Your completed application should be forwarded to Vehicle Safety and Standards. The officer who will make an assessment will either grant an "approval in principle", or advise if further information will be required from an "Engineering Signatory" or another consultant before the application can be assessed, or reject the application.

***Modifications should not be commenced without "approval in principle" from Transport.***

## Important notes

- In all cases it is the owner's responsibility to provide all the necessary information, even if he or she chooses to utilise the services of an agent.
- All questions on this form need to be answered for the application to be processed. If you decide to carry out other modifications after you receive an initial *approval-in-principle* then you are required to re-submit the application and obtain a secondary *approval-in-principle* before proceeding.
- When the vehicle is presented for final inspection to Transport you will be requested to present completed pertinent checklists as required by VSB14 for the particular modifications performed.
- Applicants are advised that despite apparent conformance with this code, the vehicle to be modified will still need to be demonstrated to be safe for road use, it should brake well, handle well, and be structurally sound (all structural components must be free of rust).
- **Please be advised that Vehicle Safety and Standards will offer assistance where possible, however we do not provide a consultancy service.**
- Completed applications forms need to be forwarded to:

Department of Transport  
Vehicle Safety and Standards  
21 Murray Road South  
WELSHPOOL W A 6106

## Related documents and links

Further information on vehicle modifications is available on our website at [www.transport.wa.gov.au/licensing/vehiclestandards](http://www.transport.wa.gov.au/licensing/vehiclestandards)

[Road Traffic \(Vehicle Standards\) Regulations](#) and [Road Traffic \(Vehicle Standards\) Rules 2002](#) are both available on the State Law Publisher's website at [www.slp.wa.gov.au/](http://www.slp.wa.gov.au/)

[Australian Design Rules \(ADRs\)](#) and "[Code of Practice for Light Vehicle Modifications](#)" ([VSB14](#)) both available on the Department of Infrastructure, Transport, Regional Development and Local Government website at [www.infrastructure.gov.au/](http://www.infrastructure.gov.au/)

[Publication IB-102, Engineering Signatories](#) is available on our website under 'Forms and publications' at [www.transport.wa.gov.au/licensing](http://www.transport.wa.gov.au/licensing).

**OWNERS DETAILS**

Owner's Name \_\_\_\_\_

Day time phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Owner's Driver Licence Number: \_\_\_\_\_

**ORIGINAL MANUFACTURERS VEHICLE SPECIFICATIONS**

Registration No: \_\_\_\_\_ Make: \_\_\_\_\_ Model : \_\_\_\_\_

Body type:

- Coupe
- Sedan
- Convertible
- Utility
- Station Sedan
- Other

Is a Compliance Plate Fitted? Yes  No

Compliance Approval No (post July 88 vehicles only) \_\_\_\_\_

Month/Year of Manufacture

--

VIN/Chassis No

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Unladen tare weight: \_\_\_\_\_

Original Engine Capacity: _____ (ml)	No of Cylinders: _____			
Original Engine No _____				
Fuel Type:	Petrol <input type="checkbox"/>	LPG <input type="checkbox"/>	Diesel <input type="checkbox"/>	Other: _____

<b>When applicable:</b>				
Replacement Engine Capacity: _____ (ml)	No of Cylinders: _____			
Make: _____				
Replacement Engine Kilowatts: _____				
Turbo / Supercharger / Normal aspirated engine (circle the one applicable)				
Engine number: _____				
Fuel Type:	Petrol <input type="checkbox"/>	LPG <input type="checkbox"/>	Diesel <input type="checkbox"/>	Other: _____

# DESCRIPTION OF PROPOSED MODIFICATIONS AND OR CONVERSIONS

## SUMMARY DETAILS

Engine Make & Year: \_\_\_\_\_

Engine Modifications: \_\_\_\_\_

Transmission & Mountings: \_\_\_\_\_

Differential: \_\_\_\_\_

Vehicle Height: \_\_\_\_\_

Front Suspensions: \_\_\_\_\_

Rear Suspension: \_\_\_\_\_

Chassis: \_\_\_\_\_

Steering: \_\_\_\_\_

Braking System: \_\_\_\_\_

Tyres Front: \_\_\_\_\_

Wheels Rims Front: \_\_\_\_\_

Tyres Rear: \_\_\_\_\_

Wheels Rims Rear: \_\_\_\_\_

Seating: \_\_\_\_\_

Lighting: \_\_\_\_\_

Body: \_\_\_\_\_

Exhaust System: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

Provide further details of modifications under the relevant headings overpage – answer all questions or write “not applicable”.

## ENGINE

1. Will the engine be modified? Yes  No

Explain what modification will be carried out \_\_\_\_\_

---

## TRANSMISSION

2. Automatic  Manual

Model / Type \_\_\_\_\_

Modifications: \_\_\_\_\_

---

## DIFFERENTIAL

3. Model / Type \_\_\_\_\_
- 

## VEHICLE HEIGHT

4. Manufacturers original height to the top of the roof mm

5. Modified height to top of the roof mm
- 

## FRONT SUSPENSION

6. Will the suspension be modified? Yes  No   
If answer is **NO** go to **Question 13**

7. What modifications will be carried out? \_\_\_\_\_

8. Will the vehicle front suspension be LOWERED? Yes  No   
RAISED? Yes  No

By how much? \_\_\_\_\_ mm

9. How will the height of the vehicle be altered? \_\_\_\_\_

10. Will the suspension springs be MODIFIED? Yes  No

REPLACED? Yes  No

Spring height: change from original. \_\_\_\_\_ mm

11. If the springs are to be modified explain how and by whom. \_\_\_\_\_

12. What differences are there between the original and the new springs?

### REAR SUSPENSION

13. Will the rear suspension be modified? Yes  No   
If answer is **NO** go to **Question 20**

14. Explain what modifications will be carried out?

15. Will the vehicle suspension be LOWERED? Yes  No   
RAISED? Yes  No

Amount modified. \_\_\_\_\_

16. How much will the height of the vehicle be altered?

17. Will the suspension springs be ALTERED? Yes  No   
REPLACED? Yes  No

18. If the springs are to be modified explain how and by whom. \_\_\_\_\_

19. What is the difference between the original and the new springs?

### CHASSIS

20. Will the chassis or body or mountings be modified in any way? Yes  No   
If answer is **NO** go to **Question 22**

21. Explain what modifications will be carried out.

### STEERING

22. Will the original steering system be modified? Yes  No

23. Will the steering be modified? Yes  No   
If answers are **NO** go to **Question 25**

24. Explain modifications and any changes to the steering system.

## BRAKING SYSTEM

25. Will the original brake system be modified? Yes  No   
If answer is **NO** go to **Question 28**

26. Will the original BRAKE PEDAL be modified or replaced? Yes  No

Explain why and how Modified. \_\_\_\_\_

---

27. Will the brake master cylinder be MODIFIED? Yes  No   
REPLACED? Yes  No

28. Explain how the original MASTER CYLINDER is to be modified or replaced.

29. Will the brake power booster be MODIFIED? Yes  No   
REPLACED? Yes  No

30. Explain how the original POWER BOOSTER will be modified or replaced.

---

31. Are the FRONT BRAKES the original fitment? Yes  No

32. Will the front brakes be modified? Yes  No

33. Explain how the original FRONT brake system will be modified or replaced.

---

34. Are the REAR BRAKES the original fitment? Yes  No

35. Will the rear brakes be modified? Yes  No

36. Explain how the original REAR brake system will be modified or replaced.

---

## PARKING BRAKE (Hand brake)

37. Will the original PARKING BRAKE be modified or altered? Yes  No

If yes, explain changes.

---

**TYRES FRONT**

38. Will the FRONT tyre size be changed (from manufacturers original)? Yes  No   
If answer is **NO** go to **Question 41**
39. What is the manufacturer's original tyre size and profile? \_\_\_\_\_
40. What front tyre size and profile to be fitted to the vehicle? \_\_\_\_\_
- 

**WHEEL RIMS FRONT**

41. Will the FRONT wheel rims be changed (from manufacturers original)? Yes  No   
If answer is **NO** go to Question **47**
42. Will the wheel rim onset/offset be changed? Yes  No   
What will the rim onset/offset be? \_\_\_\_\_mm
43. Will the wheel rim width be changed from original? Yes  No
44. Will the wheel rim diameter be changed from original? Yes  No
45. If the wheel is to be changed from original explain change.
- 

46. Modified wheel track. Front \_\_\_\_\_ mm.

Original Manufacturers wheel track:

Front \_\_\_\_\_ mm.

Original manufacturer's Wheel Rim width \_\_\_\_\_mm. \_\_\_\_\_inches.

---

**TYRES REAR**

47. Will the REAR tyre size be changed (from manufacturers original)? Yes  No   
If answer is **NO** go to Question **50**
48. What is the manufacturers original TYRE size and profile? \_\_\_\_\_
49. What rear tyre size and profile to be fitted to this vehicle? \_\_\_\_\_



**WHEEL RIMS REAR**

50. Will the REAR wheel rims be changed (from manufacturers original)? Yes  No

If answer is **NO** go to **Question 56**

51. Will the wheel rim onset/offset be changed? Yes  No

What will the rim onset/offset be? \_\_\_\_\_mm

52. Will the wheel rim width be changed from original equipment? Yes  No

53. Will the wheel rim diameter be changed from original equipment? Yes  No

54. If the wheel rim is to be changed from original explain change.

55. Modified wheel track. Rear \_\_\_\_\_ mm.

Original Manufacturers wheel track: Rear \_\_\_\_\_mm.

Original manufacturer's Wheel Rim width \_\_\_\_\_mm. \_\_\_\_\_inches.

---

**SEATING**

56. Will original equipment seats be changed? Yes  No

If answer is **NO** go to **Question 62**

57. If the seats have been altered from original equipment explain changes.

58. Will the original seat mountings be retained? Yes  No

59. If seat mountings are to be changed, explain.

---

---

60. Will the original seat or anchorages be modified in any way (raised etc)? Yes  No

Explain: \_\_\_\_\_

---

61. Will the height of the seat be altered from the original height? Yes  No

Explain: \_\_\_\_\_

---

### LIGHTING

62. Will any of the exterior lights be modified or changed? Yes  No   
If answer is **NO** go to **Question 64**

63. If any changes are to be made to the vehicles external lighting systems please explain work carried out.

---

### BODY

64. Will the vehicle body be modified? Yes  No   
If answer is **NO** go to **Question 67**

65. Are the modifications structural? Yes  No

66. Explain what body modifications are to be carried out on the vehicle and define the area that will be changed.

---

---

### EXHAUST SYSTEM

67. Will the exhaust system be modified? Yes  No   
If answer is **NO** go to the end to **read and sign the form please**

68. Explain what is to be modified or changed on the exhaust system.

---

---

69. Is a catalytic converter fitted as ORIGINAL? Yes  No

70. Will the catalytic converter be retained? Yes  No

71. Is the system in good condition with no leaks? Yes  No

72. Will the exhaust system be tested for noise level? Yes  No

73. Location of exhaust outlet's and at what angle.

---

Describe any other modifications that are proposed but may not have been fully explained by the above questions.

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

**Who will be performing these modifications?**

For a given modification, specify the name of any business to be commissioned and supply a phone contact.

---

---

---

---

---

---

---

---

## Owner's Responsibility

The vehicle owner is responsible for providing full disclosure and accurate information on this application, however, should an agent is commissioned to assist with the application then both the owner and his agent must sign this form.

Agent's Name: _____
Agent's Driver's Licence Number: _____ Agent's Date of Birth: _____
Agent's Signature: _____ Date: _____
Phone: Daytime _____ Mobile _____

Please understand that the vehicle owner is responsible for the accuracy of all information presented on this form regardless of who has assisted he/she complete the document.

It is IMPORTANT that the owner read and understands all the information entered on this form.
I (PRINT NAME) _____ am the owner of the vehicle mentioned on this form and I declare that the information stated in this application is true and correct.
Owner's signature: _____ Date: _____
Phone: daytime _____
mobile _____

Please return the fully completed signed application to the address below. An officer will assess this application to either grant an "approval in principle", advise if further information will be required from an "Engineering Signatory" or another consultant before the application can be assessed, or reject the application. Modifications should not be commenced without "approval in principle" from Transport.

Department of Transport  
Vehicle Safety and Standards  
21 Murray Road South  
WELSHPOOL WA 6106

Ph: 13 11 56  
Fax: (08) 9216 3899