



APPLICATION FOR REPLACEMENT LICENCE / CERTIFICATE

Motor Dealers and Repairers Act 2013
Licensing and Registration (Uniform Procedures) Act 2002

An application for the replacement of a licence or tradesperson's certificate under the Motor Dealers and Repairers Act 2013 may be made if the licence or certificate is lost, damaged or destroyed.

A fee is payable.

PARTICULARS OF LICENSEE

Licence / Certificate No.:

Name of Licence / Certificate Holder:

[Empty input box for Licence / Certificate No.]

[Empty input box for Name of Licence / Certificate Holder]

Contact Telephone No.:

Postal address:

[Empty input box for Contact Telephone No.]

[Empty input box for Postal address]

Email Address - to which all correspondence, including the replacement licence, will be sent.

[Empty input box for Email Address]

STATEMENT THAT THE LICENCE / CERTIFICATE HAS BEEN LOST, DAMAGED OR DESTROYED

Tick the appropriate box below.

The licence has been:

lost []

damaged []

destroyed []

PAYMENT METHOD

Indicate your payment method.

Credit Card []

ONLY MasterCard and Visa are accepted.

PAY BY CREDIT CARD

If paying by credit card, provide the credit card particulars below.

MasterCard [] Visa []

Credit Card payments are subject to a 0.4% merchant fee.

Credit Card Number:

Expiry Date:

Amount:

[Grid for Credit Card Number]

[Grid for Expiry Date]

[Input box for Amount with \$ symbol]

Cardholder's Name (BLOCK LETTERS)

[Empty input box for Cardholder's Name]

COMPLETE THE DECLARATION ON THE FOLLOWING PAGE

DECLARATION

INDIVIDUAL - declaration MUST be signed by the licensee / certificate holder.

CORPORATION - declaration MUST be signed by a Director of the corporation.

I certify that the particulars specified in this application are, to the best of my knowledge, true and correct in every detail.

Signature: _____ Date: _____

Full Name: _____

HOW TO LODGE THIS FORM

 **Apply online at:**

www.onegov.nsw.gov.au

OR

 **In person at:**

Service NSW Service Centre

For your nearest Service NSW Service Centre, go to www.service.nsw.gov.au or telephone 13 77 88.