

CONCESSIONAL VEHICLE LICENSING Information Session

Veteran, Vintage, Post Vintage & Invitation Class Scheme (Code 404)

Concessions for Classics Scheme (C4C)

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- 1964 – Veteran Car Club request to Police Licensing Department for special registration for historic vehicles used only a few times a year
- State Government granted the VCC a special rate for vehicles built before 31/12/1930
- 1978 – VCC request to Police Licensing Department to extend eligibility to 1950 including LHD vehicles
- Request was granted for members of VCC, Vintage Motor Cycle Club and Vintage Automobile Association
- Concession was progressively extended to all vehicles at least 25 years old and to more motoring clubs - now 152 DoT approved clubs
- Department of Transport administers this 'Code 404' scheme as policy under general regulation 72 of the *Road Traffic (Vehicles) Regulations 2014*

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Veteran, Vintage, Post Vintage & Invitation Class Scheme (Code 404)

The **objectives** of the *Veteran/Vintage/Post Vintage/Invitation Class Vehicle Licence Concession* ('Code 404') scheme are:

- to encourage the restoration and preservation of historic vehicles, being vehicles **no less than 25 years old**; and
- to maintain the manufacturer's **original specification** of historic vehicles.

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The **key principle** of the Code 404 scheme is that the vehicle is not used for general transport or commuting, with use of the vehicle being restricted to:

- any recorded event organised by an approved motoring Club;
- an impromptu event/run involving one or more vehicles over a one day period which is recorded in the approved Club's 'Run Log';
- rallies organised by approved historic motoring clubs;
- closed road processions;
- being exhibited in displays, fetes and similar functions for religious, charitable or educational purposes;
- ceremonial purposes involving immediate family members, subject to Club approval and recording;
- preparing for, proceeding to, and returning from these activities;
- travel in order to have the vehicle repaired; and
- road testing within a 30km radius of the place of garaging or repair.

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Owners of vehicles licensed under Code 404 are **solely responsible** for:

- maintaining their vehicle in its original specification (ie. unmodified);
- remaining a financial member of a Department of Transport (DoT) approved motoring club in order to be eligible for the concession;
- adhering to the terms and conditions of vehicle use; and
- ensuring that the specified plate identifier/s are attached to the vehicle.

Approved motoring clubs are responsible for advising the DoT **directly** of any members with concessionally registered vehicles who become unfinancial including:

- name of the approved motoring club
- full name of the unfinancial member
- plate number of the concessionally licenced vehicle/s
- make & model of the concessionally licenced vehicle/s
- date that the member became unfinancial

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Code 404 Handbook

- Detailed information on the Code 404 scheme is contained in the Code 404 Information Handbook published by the CMC
- The Handbook is available to read and download from the CMC website:
<https://councilofmotoringclubswa.wildapricot.org/code404-scheme>
- Printed hardcopies available from CMC for member clubs

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Applying for a Code 404 concession (refer to s23 in Handbook):

- Download a “*Certification of Financial Membership and Vehicle Compliance*” (CMC1) form from the CMC website.
- The CMC1 form must be completed by an authorised representative of a DoT approved motoring club to confirm that the vehicle owner is a financial member and to provide membership details.
- A knowledgeable person authorised by the club must also sign a declaration stating that the vehicle is in an unmodified condition.
- The vehicle owner must then complete the DoT ‘*Vintage/Veteran/Post Vintage/Invitation Class Vehicle Licence Concession Application*’ form (E81) and lodge it along with supporting documentation at a DoT Driver and Vehicle Services (DVS) centre or regional agent.

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Applying for a Code 404 concession (cont.):

- Documentation to be lodged –
 - E81 form
 - CMC1 form
 - current vehicle licence papers
 - proof of owner's identity
- If vehicle is unlicensed, additional documentation is required -
 - *Certificate of Inspection* (VL1) form after vehicle is examined at an Authorised Inspection Station
 - Proof of vehicle ownership

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Applying for a Code 404 concession (cont.):

If the ownership of a Code 404 concessionally licensed vehicle is being transferred to a financial member of an approved club (ie. the vehicle has been sold to an owner wishing to maintain the concessional licence), the following documentation is required to be presented by the vehicle owner at a Driver and Vehicle Services licensing centre:

- Certification of Financial Membership and Vehicle Compliance form (CMC1)
- Current vehicle licence papers
- Proof of vehicle owner's identity
- DoT *Notification of Change of Ownership* form (MR9) signed by both seller and purchaser

Transfer of a Code 404 licensed vehicle is non-dutiable.

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Approved motoring club responsibilities:

- Have a minimum of 30 financial members which must be maintained at all times. If a club drops below 30 financial members, the club must notify the DoT within 14 days.
- Must maintain a 'Run Log' to record *impromptu runs* by club members using their Code 404 licensed vehicles.
- Must maintain a register of approved club events and sanctioned events
- Must retain all club registers and records for at least 2 years

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Approved motoring club responsibilities (cont.):

The *Impromptu Run Log* must record the following:

- Date of run
- Approximate start and finish time of run
- Starting address
- Destination
- Finishing address
- Names of all participating club members
- Number Plates of all vehicles participating in the impromptu run.

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Approved motoring club responsibilities (cont.):

Impromptu Runs

- Impromptu runs are a one-day event, meaning the run must commence and end on the same day.
- They are not club events and therefore must be recorded as an impromptu run in the approved club's Run Log.
- Logging impromptu runs on consecutive days for the purpose of engaging in a motoring activity that is in effect a multiday event is inconsistent with the intent of the Code 404 scheme and is not an acceptable practice.

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Approved motoring club responsibilities (cont.):

DoT Compliance Auditing

The DoT requires that approved motoring clubs provide the following for Club Audits **upon request**:

- Completed and signed Club Criteria Declaration
- List of names (as recorded on the club member's vehicle or driver's licence) and vehicle registration numbers of all club members that have the Code 404 or Code 350 (C4C) concession *only* (ie. not all club members) and to declare and tick a box on the declaration that the club has at least 30 financial members
- Copy of current club Certificate of Incorporation
- Copy of current club Constitution
- Club registers and information as specified

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Approved motoring club responsibilities (cont.):

- If a Club member is no longer a financial member of an approved motoring club, the member is therefore not entitled to a reduction of vehicle licence charges.
- Unless and until the full vehicle licence charge, or the difference between the full vehicle licence charge and the reduced vehicle licence charge, has been paid, the vehicle licence is **deemed to be invalid** and penalties may be incurred if the vehicle is used on a public road.
- The club's advice to the Department of Transport should therefore be provided within 14 days of the member becoming unfinancial. **There is no 'grace period' for Club members with C404/C4C vehicles to pay their annual Club membership fees.**

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Approved motoring clubs – advice to Registrars:

- Ensure that your Club's membership register records each member's proper legal first name and surname as listed on their driver's and vehicle licences (eg. James, not Jim; Robert, not Bob etc).
- **Ensure that the actual vehicle owner's details are recorded (eg. that the vehicle is not licensed in the name of the member's partner).**
- Ensure that the number plate of each club member's concessionally licensed vehicle is accurately recorded (eg. that the number '1' is not recorded as the letter 'l' etc) and that a number plate change (eg. to an 'optional' plate) is recorded.

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Approved motoring clubs – advice to Registrars:

- Where a new Club member requests your Club to include on your vehicle register an **already concessionally licensed vehicle** (which involves completing a CMC1 form for submission to the Department of Transport), advise this new member that they are responsible for notifying their previous approved club's vehicle registrar of their change in registration.
- Maintain a register or listing of past Club events for at least 2 years.
- Advise the Department of Transport (dvsgovernance@transport.wa.gov.au) of your Club's contact details, including postal and email addresses, if these change.

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Approved motoring clubs – advice to Registrars:

- Ensure the Club officer details on your Club website are updated when Club officers change (eg. after the Club's AGM). This includes the Club officer(s) authorised to certify applications by Club members for concessional licensing (ie. CMC1 and CMC2 forms).
- Provide updated Club details and information to the CMC when these change, using either the Membership Annual Update form or directly through the CMC's website.

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Unique and Historic Vehicles

Under exceptional circumstances, and subject to assessment by the CMC Technical subcommittee, vehicles manufactured less than 25 years ago may be eligible to apply for a 404 concession. To be eligible for assessment as a 'Unique' or 'Historic' vehicle, the vehicle must meet the following specifications:

Category 1 - Unique Vehicle

A vehicle of very limited production or limited availability in Australia, or a vehicle which is sufficiently unusual to warrant collection.

Category 2 - Historic Vehicle

A vehicle which has some historical significance in that it, or similar examples, are recognised as being part of motoring history (locally or otherwise); or a vehicle which is an early (low production number) or last (end of production) example of a particular make or model.

The application process is described in the Code 404 Handbook.

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DoT Compliance Audits

- Rolling audits commenced March 2022, clubs randomly selected
- Initial audit to check that Approved Motoring Clubs meet eligibility criteria
- Audit required a Financial Member Register listing details of Code 404 & C4C vehicles and owners in each club
- Future audits may require details of IRs, club event records
- Outcomes of current audits

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Concessions for Classics Scheme (C4C)



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Concessions for Classics Scheme (C4C)

Overview

- Concessions for Classics Scheme introduced in April 2021
- *Specific regulation (84A) in the Road Traffic (Vehicles) Regulations 2014*
- Voluntary concession which is available to owners of light vehicles (GVM no more than 4.5t) manufactured prior to 1990 and eligible street rods, and which are garaged in WA
- *All vehicle types complying with the weight limit are eligible for concession including cars, motorbikes, trailers and caravans and street rods*
- Vehicles must be licensed to be eligible for C4C concession
- *Vehicle owners must be a financial member of an approved motoring club in their own right and be resident in WA*
- Dutiable value is payable when a vehicle is licensed or its licence is transferred

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Concessions for Classics Scheme (C4C)

Key Parameters of C4C Scheme

- 75% reduction on the licence fee component of the vehicle licence and motor injury insurance policy (renewal);
- **significant reduction in motor injury insurance premiums;**
- maximum of 90 days vehicle use per calendar year, being 60 days to participate in approved motoring club sanctioned events; and 30 days for personal use (includes road testing, repair and maintenance);
- **requirement for vehicle owners to record vehicle use prior to commencing each journey in a log book (paper based or electronic); and**
- requirement to display the identifier of 'Restricted Use', either a plate or a sticker, affixed above or below the vehicle's front or rear number plate identifying that the vehicle has restricted road use.

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Concessions for Classics Scheme (C4C)

Key Parameters of C4C Scheme (cont.)

Recording Vehicle Use

Vehicle owners are required to record all vehicle use in a log book **prior to the start and at the end of each and every journey** and which must contain:

- *Vehicle owners name, address, contact number.*
- *Vehicle plate number.*
- *DoT approved car club name and membership number.*
- *Calendar year of log book.*
- *Name of driver and signature.*
- *Start and end time of journey.*
- *Vehicle use type (personal or club use).*
- *Journey details including number of days and event description.*

The log book must be in the vehicle when driven, be auditable and be kept for at least 2 years.

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Concessions for Classics Scheme (C4C)

Club Responsibilities

Club Events

- Approved club events must be organised and supported by the Club's committee prior to the commencement of the event and publicly advertised to members in a forum such as their web page, social media page or club newsletter.
- On a club event day, the vehicle owner may travel to and from the official club sanctioned event. When the event ends the vehicle owner is able to continue using their vehicle for the remainder of the day without having to record a separate entry for personal use.
- Rallies, interstate club events and chapter weekends are permitted. Events that continue for more than one day must have each day's vehicle use recorded even if it is considered one event.

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Club Responsibilities (cont.)

Event Register

Club events and sanctioned events must be recorded by the Club in an event register. The record may take any form but needs to be kept for a minimum period of 24 months and must include:

- Date & Time.
- Brief description or event name e.g. club run/rally/ exhibition.
- Club event or sanctioned event i.e. run by another organisation.
- Location.
- Method of advertisement ie. club newsletter, social media, minutes of meeting.

If a club advertises and sanctions an event held by another car club or community group (e.g. a fete, rally, exhibition, charity/tourism event) as an approved club event and records it in their event register, C4C vehicle use can be recorded as a club use day. Events that are not sanctioned can still be attended, however the journey must be recorded as a personal use day.

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Club Responsibilities (cont.)

Register of Financial Members

Clubs must maintain a current register of all financial members, to be kept for a minimum period of 24 months.

The financial member register must contain the following minimum information:

- *Club name.*
- *Member's full name.*
- *Member's driver's licence number or date of birth.*
- *Membership application date.*
- *Membership number.*
- *Date membership paid.*
- *Address (residential or postal).*
- *The details of each concessionally registered vehicle ie. number plate, make, model and year.*
- *Club owned vehicles.*

If the number plate displayed on the vehicle is changed the vehicle owner must notify the club.

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Concessions for Classics Scheme (C4C)

Club Responsibilities (cont.)

Register of Vehicles on Concession

The club must maintain a register of the vehicles on concession that are owned by financial members of the club or owned by the club participating in the C4C scheme, which includes:

- *Vehicle plate number.*
- *Vehicle make, model, body type and year.*
- *Vehicle Identification Number (VIN) or chassis number.*
- *Name of club.*

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Concessions for Classics Scheme (C4C)

Club Responsibilities (cont.)

Notification to DoT

The approved motoring club must notify the DoT within 14 days of any of the following:

- The owner of a vehicle licensed on concession is no longer a financial member of the club and the date the person ceased being a financial member.
- The club ceases to operate.
- The Club's Incorporation status is no longer valid.
- Membership falls below 30 financial members.

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Concessions for Classics Scheme (C4C)

Club Responsibilities (cont.)

Compliance

The approved motoring club must:

- support the continued viability and intent of the C4C Scheme by promoting the Code of Conduct and compliance with the Scheme amongst their members.
- support and promote compliance with the annual vehicle usage allowance including ensuring vehicle usage records are kept.
- on a scheduled and ad-hoc basis provide DoT with records and information for auditing and compliance with the scheme requirements.
- notify DoT should the club no longer want to be a DoT approved Car Club.

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Concessions for Classics Scheme (C4C)

Applying for a C4C Licence

- Applicants must submit a *Concessions for Classics Scheme Application* (E116) form, ensuring that the motoring club declaration has been completed by an authorised officer of the club.
- Applications for licensed vehicles can be submitted to DoT by email, post or in person at a DVS Licensing Centre, DoT regional office or agent.

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Concessions for Classics Scheme (C4C)

DoT Concessions for Classics Code of Conduct

Available for downloading from:

- the CMC website at <https://councilofmotoringclubswa.wildapricot.org/c4c-scheme> or
- the DoT website at <https://www.transport.wa.gov.au/licensing/concessions.asp>