

Club Permit Scheme – Club Guidelines

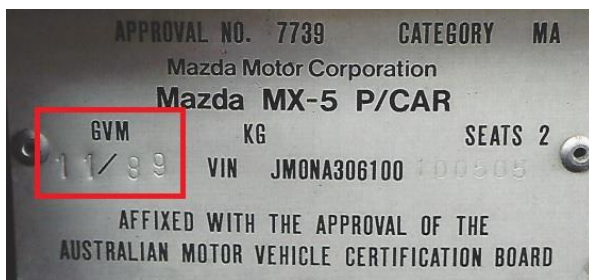
Overview

The Victorian Club Permit scheme enables members of car clubs recognised by VicRoads to use historic vehicles on the road, subject to certain restrictions.

The Club Permit Guidelines outlined in this document are specific to the VicRoads Club Permit Scheme. As a result, these guidelines only apply to members who garage their vehicle at a Victorian address.

Calculating the vehicle's manufacture date

*****Important information to read before you proceed with your application*****



If your vehicle is fitted with an Australian Compliance Plate, then this compliance plate date is considered by VicRoads as the Date of Manufacture when applying for a Club Permit. This is the case, even if another plate indicates an earlier manufacturing date. The image on the left shows an example of what this compliance plate looks like. You must ensure that the month and year shown on this plate are at least 25 years old.

If your vehicle is fitted with an import compliance plate or has no compliance plate, the date of manufacture is determined by a manufacturer's build plate, a chassis number or documentary evidence from the manufacturer's records.

Suppose your vehicle does not meet either of the above requirements. In that case, VicRoads may determine the manufacture date based on information sourced from VicRoads' registration database, VicRoads' historical data, or evidence from a VicRoads vehicle safety and compliance expert.

Check with VicRoads first if you are unsure.

Club Permit Holders must:

- Ensure the vehicle is used only for private purposes and not for commercial use.
- Ensure they are familiar with their club's requirements for Club Permit holders.
- Ensure they are familiar with the logbook requirements.
- Maintain their vehicles in a manner that ensures that the vehicle is in a "safe" condition for use on a highway.
- Present their vehicle for periodic safety checks, as prescribed by their club or, in the case of street rods, by the Australian Street Rod Federation.
- Always maintain financial membership of the club whilst holding a Club Permit.
- Ensure that the logbook and permit are always carried in the vehicle when it is in use.
- Ensure that the number plate(s) and windscreen label, as issued by VicRoads, are always displayed correctly on the vehicle when it is in use.

Driving a Club Permit vehicle

A Club Permit vehicle may be driven by anyone (including learner permit holders) who holds the applicable licence category for the vehicle, unless legally as a 'driver under instruction'.

Use of Victorian Club Permit vehicles interstate

Club Permit vehicles may be driven throughout all States and Territories (except Western Australia), provided the vehicle complies with Victorian requirements for the holding of the Club Permit.

Victorian Club Permit vehicles cannot be used on W.A. roads as they are unlicensed in Western Australia (unlicensed is the same as unregistered in Victoria).

Operators wishing to participate in outings in Western Australia should request that the appropriate Western Australian club officials obtain a permit (a fee may be required) from the Licensing Branch in Perth.

Club Permit Guidelines for the Mazda MX-5 Club of Victoria & Tasmania

For the Club to approve an application for the Club Permit, the following guidelines will need to be followed:

1. Applicants for a Club Permit must be a Full or Family Member of the Mazda MX-5 Club of Victoria & Tasmania before their application is approved. This requirement may be waived if the Mazda MX-5 Club Committee approves it in exceptional circumstances. If you believe you have exceptional circumstances, contact the Club Permit Administrator (clubpermit@mx5vic.org.au) to discuss. However, for example, submitting your application when only a week remains of your regular registration will not be regarded as an exceptional circumstance.
2. A Club Permit holder cannot also be a Friend member of the Club, and the Club Permit must be issued in the name of a Full or Family Member. Members are not permitted to apply on behalf of someone else.
3. A Member can apply for multiple Club Permits if they own more than one MX-5 that meets the criteria. There is no limit on the number of MX-5s that a member may include in this scheme, but a separate Club Permit is required for each vehicle.
4. The Club will only support Club Permit applications for Mazda MX-5 vehicles. That is, the vehicle that is within the definition of vehicles accepted for the Club (refer to 2.1. Interpretations in the Club's Statement of Purpose and Rules).
5. If your membership is not renewed, the vehicle will no longer be part of the Club Permit Scheme, and the Club will need to notify VicRoads that you are no longer a Member of the Club.
6. A Full Member of the Club can apply to have a vehicle approved for a Club Permit by meeting the requirements. See the [Club Permit Application Checklist](#) below.
7. Vehicles submitted for a Club Permit must be at least 25 years old, well presented, and demonstrate that the owner is an enthusiast. While this is somewhat subjective and will differ from car to car, vehicles should be a single colour, with good quality bodywork and paint that shows minimal rust. The interior and engine bay should be tidy, and the car must be mechanically reliable.
8. Any modifications made to the vehicle after it has been accepted into the Club Permit Scheme must also be approved by the Committee to ensure the Club is satisfied with the vehicle's presentation. A Club Permit is not a way to bypass engineering approval for a vehicle to be on the road. Vehicles with significant modifications will be assessed individually and may not be approved if deemed too modified for highway use. A current RWC is the strongest proof that the vehicle is safe for highway use.
9. A club processing fee of \$50 will be charged for each vehicle. This fee is in addition to any club membership fees and fees payable to VicRoads.
10. The Member will be responsible for submitting their own Club Permit application to VicRoads.
11. Once VicRoads has issued a Club Permit, the Member must advise the Club Permit Administrator of the Club Permit Registration Number and Expiry Date.
12. It is the Member's full responsibility to adhere to all the rules, regulations, and requirements set by the Club and VicRoads while using the Club Permit vehicle.
13. The Club Permit Administrator may request a random inspection of the logbook to ensure compliance with the Club Permit scheme.
14. The Club offers this scheme to support the objectives outlined in the Club's Statement of Purpose and Rules.
15. Should a dispute arise over a Club Permit application, the Club rules relating to disputes and mediation will apply (refer 8. Disputes and Mediation in the Club's Statement of Purpose and Rules).

Vehicle Eligibility

Please review the following eligibility requirements.

If necessary, review the VicRoads website for up to date information.

<https://www.vicroads.vic.gov.au/registration/limited-use-permits/club-permit-scheme/get-a-club-permit>

A Club Permit can be issued to vehicles in the following categories.

- Veteran vehicles – manufactured before 1 January 1919
- Vintage vehicles – manufactured after 31 December 1918 and before 1 January 1931
- Classic and Historic vehicles - manufactured after 31 December 1930, but more than 25 years before the date of the application for a Club Permit.

These categories can include trailers, heavy vehicles, left-hand drive vehicles and modified vehicles such as street rods. Replicas of vehicles in the categories above may also be issued with a Club Permit.

A Club Permit cannot be issued to:

- A currently registered vehicle (Note: any existing registration on the vehicle will be cancelled on application for a Club Permit, and you may be eligible for a refund from VicRoads.)
- A vehicle that is recorded on the Victorian or interstate Written-off Vehicles Register as a statutory write-off.
- A vehicle that has a sheriff's office or hoon sanction.
- A vehicle that has been reported as stolen.

VicRoads may refuse to issue a Club Permit:

- If it is not satisfied that the vehicle is safe to use on a road or road-related area, or
- If a current Club Permit already exists for the same vehicle.

Club Permit Application Checklist

To ensure your Club Permit Application is processed by the Club as soon as possible, use the following list to check that you completed all the application requirements.

- ☐ Complete the [Club Permit Application](#) (see below).
 - ☐ Complete the following VicRoads Forms (available from the VicRoads website):
 - ☐ [VicRoads Club Permit Application Form](#)
 - ☐ [Vehicle Eligibility and Standards Declaration for Club Permit Vehicles form](#)
 - ☐ Supply a current Roadworthy Certificate for the vehicle.
 - ☐ Supply a series of photographs of the vehicle, clearly showing the date the photo was taken*.
 - ☐ Front
 - ☐ Driver's side
 - ☐ Rear
 - ☐ Driving Position (side on with the driver's door open)
 - ☐ Photo of the vehicle's compliance plate, clearly showing the date of manufacture and the VIN (where applicable).
- *To date the photo, write the current date on an A4 piece of paper and have the A4 piece of paper visible within the photo.
- ☐ Provide evidence of ownership or management of the vehicle. This can be a contract of sale or receipt that must show the VIN/chassis number; engine number; name, address and signature of previous owner; name and address of the new owner; and date of the transaction.

- Payments of the Club processing fee of \$50.00
 1. Credit or Visa Card
Use the link below to pay using your Debit or Credit Card via the Club's website (this is the Club's preferred method of payment):
<https://mx5vic.org.au/membership/club-permit-scheme/>
 2. Bank Transfer to:
Account Name: Mazda MX5 Club of Victoria Inc.
BSB: 633-000
Account Number: 145260675
Description: *Club Permit <Surname>*
- Notes:
- If you pay by bank transfer, please make a note with your Club Permit application and send an email to the Club Treasurer (treasurer@mx5vic.org.au) with the description as above
 - All VicRoads fees should be paid directly to VicRoads

Please forward all the documents, along with the required photos and payment information, via mail to the following address:

Club Permit Administrator
Mazda MX-5 Club of Victoria & Tasmania
PO Box 375
Fairfield VIC 3078

Once the Club Permit Administrator has processed your application, the VicRoads Club Permit Application form and Roadworthy Certificate will be returned for you to submit to VicRoads.

Club Permit Renewal

The renewal must be signed by the club permit holder and the Club Permit Administrator to confirm that the permit holder is a current member of the Club.

There are two methods by which this can be done:

1. Post the renewal form to the Club Permit Administrator

On receipt of your renewal notice from VicRoads, forward the original form to:

Club Permit Administrator
Mazda MX-5 Club of Victoria & Tasmania
PO Box 375
Fairfield VIC 3136

The Club Permit Administrator will then sign your renewal and send the original Renewal Form back to you via post.

2. Scan and email a copy of the renewal form to the

On receipt of your renewal notice from VicRoads, scan and email a copy to the Club Permit Administrator (clubpermit@mx5vic.org.au).

The Club Permit Administrator will complete a Club Permit Endorsement Form and return it to you via email.

You can then use the Club Permit Endorsement Form to complete your renewal online or at a VicRoads office.

Notes:

- There is no fee payable to the Club to approve a Club Member's renewal for a Club Permit.
 - One requirement for holding a Club Permit is that a person remains a financial member of an Approved Car Club. If a Club Member's membership lapses, they are no longer a member of the Club, and the Club Permit Administrator will notify VicRoads that the Member is no longer financially active.
 - The 'Club Permit Endorsement Form' can be used by the Club Permit Administrator to approve the renewal request, which can then be uploaded or forwarded by the permit holder along with their signed renewal form. If you use a signed club endorsement form to renew a club permit online, you must also sign the VicRoads renewal notice and include it in the online submission.
 - For further information on Club permit Renewal, refer to the VicRoads website: [Renew or extend a club permit](#).
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Club Permit Application

The purpose of this form is to enable the Mazda MX-5 Club of Victoria & Tasmania to evaluate your suitability for a Club Permit. All the information you provide will be stored with the Club Permit Administrator. If you have any questions, please email clubpermit@mx5vic.org.au.

Applicant Details

Name			
Address			
Phone Number			
Email			
Member No.		Member Expiry Date	

Vehicle Details

Make		Model	
Chassis No/VIN		Engine No.	
Colour			
Month / Year of manufacture		Engine capacity (cc)	
List of modifications – complete a separate sheet if more space is required.			

Applicant Agreement

By signing this form (or typing your name in where the form is emailed), the Applicant agrees to adhere to all the Mazda MX-5 Club of Victoria & Tasmania's Club Permit guidelines, as well as all Club Permit rules as dictated by VicRoads.

Signature		Date	
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Club Use Only

Date application received		RWC No.	
Date application approved		Club Permit Reg No.	
Date approved by VicRoads		Club Permit Expiry	