

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. For information on how much to pay, visit the fees section on the NSW Fair Trading website www.fairtrading.nsw.gov.au/help-centre/fees/motor-dealers-and-repairers-fees

PARTICULARS OF LICENSEE

Licence / Certificate No.:

Name of Licence / Certificate Holder:

Contact Telephone No.:

Postal address:

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

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

Tick the appropriate box below.

The licence has been:

lost

damaged

destroyed

AUTHORITY TO CHARGE CREDIT CARD

If paying by credit card, only MasterCard and Visa are accepted.

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

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

MasterCard Visa

Credit Card Number:

Expiry Date:

Amount \$:

Card Holder's Name (BLOCK LETTERS)

Card Holder's Signature

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

 **Email**

businesslicensing@finance.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.