



Application for Personalised Plate Manufacture MR19

To have your plates made, complete ONE of the following:

Internet: www.licensys.com

Phone: 0800 REMAKE (736253)

Fax: 09 276 9829

Post: Licensys, PO Box 22078, Otahuhu, Auckland 1640

Email: ServiceNZ@licensys.com

Plate and Applicant Details

Plate applicant	<input type="text"/>	Personalised Plate	<input type="text"/>
Email	<input type="text"/>	Daytime phone no.	<input type="text"/>
NZ driver licence no.	<input type="text"/>	OR	NZTA Customer no. <input type="text"/>
Signature of applicant	<input type="text" value="X"/>		

Vehicle details (of the vehicle the Personalised Plate is going onto)

This vehicle must be currently registered and licensed or about to be registered.

Registered person	<input type="text"/>	Current Registration no.	<input type="text"/>
Make and model of vehicle	<input type="text"/>		
VIN / Chassis number (if the vehicle is not currently registered. See over)	<input type="text"/>		

Courier Delivery Address (Include company name, if business address)

<input type="text"/>
<input type="text"/>
<input type="text"/>

Standard Personalised Plates take up to 7-10 working days.

Message or Picture Plates take up to 15 working days.

No transaction fee applies for the first time manufacture of plates within 180 calendar days of purchase.

Please note: If you have your plates made outside the 180 calendar days, you will need to pay the appropriate fees. Fees range from \$30.00 to \$110.00 depending on the plate style.

We will contact you for payment if necessary.

Things you will need to know when you request your plate

FIRST TIME MANUFACTURE OF PLATES - For the first time issue of plates.

The following criteria must be met before the order to manufacture a new set of Personalised Plates can be accepted:

- The applicant must be the person registered in respect of the vehicle, or the person who will be registered in respect of the vehicle if the vehicle is not yet registered in New Zealand. If the applicant wishes the plates to go on a vehicle that is not registered in their name then they must complete a transfer of entitlement to the registered person.
- The vehicle must be currently registered and licensed, or about to be registered.
- The applicant must provide the plate number of the vehicle that the Personalised Plate will be attached to. If the vehicle is not yet registered in New Zealand, then they must provide the VIN/Chassis number of the vehicle, and include documentation with this application to prove that they have recently purchased the vehicle (for example, sales and purchase agreement, import order). When the vehicle is ready to be registered, you must take the personalised plates into a plate agent and complete the relevant transactions (eg Application to register motor vehicle MR2A), before they can be attached to a vehicle.

PRIVACY STATEMENT: The particulars specified on the Application for Personalised Plate Manufacture form will be stored and used by LicenSys to ensure correct manufacture of personalised plates, and to comply with the audit requirements of the NZ Transport Agency (NZTA). The information will also be passed to the NZTA and stored and/or form part of the Motor Vehicle Register. Collection and dissemination of this information is authorised by Part 17 of the Land Transport Act 1998. Corresponding information held on other parts of the register may be amended.

Under the Electoral Act 1993, s 263B, the NZTA is authorised to release information for data matching purposes to the Electoral Enrolment Centre.

The Privacy Act 1993 provides rights of access to, and correction of, any readily retrievable personal information held about you by LicenSys or the NZTA. Should you wish to exercise these rights, for information held by LicenSys please contact LicenSys, PO Box 22078, Otahuhu, Auckland. For information held by the NZTA please contact the NZ Transport Agency, Palmerston North Office, Private Bag 11777, Palmerston North 4442 or email info@nzta.govt.nz.

