**C.ex Coffs Sports, Touring and Classic Car Club**

**D Plates (Modified) CVS Guidelines**

**WHO IS ELIGIBLE**

1. A new member must have attended at least two (2) C.ex Coffs Sports, Touring and Classic Car Club runs or events before they can apply for Conditional Registration.

*(****Club monthly meetings do count as runs or events for this purpose)***.

1. Service NSW (Transport for NSW) rules state vehicles must be at least 30 years old and in original and unmodified condition, although some safety items and period accessories are allowable. If in doubt contact one of the club Registrars.

**HOW DO I APPLY FOR D PLATES: (Modified)**

1. Download the application form “Application For Conditional Vehicle Registration (NSW)” from the C.ex Coffs S,T&C Car Club website, complete and forward to the Registration Administrator, for Management Committee approval.
2. Once approved, arrange to obtain a e-AUVIS Check Report **(blue slip)** from an authorised examiner.
3. Member to obtain from a Service NSW office or from the website, form **1835**, complete it and send, together with a $25 processing fee for Historic Motoring Association NSW (HMANSW) who are administering the D Plates Scheme on behalf of Service NSW, to the Car Club CVS Registration Administration.
4. Form 1835 will be authorised and mailed back from HMANSW to the club member.
5. The member will then attend the Service NSW office, complete Form **1021**, Change of Records and Form **1246**- Application for Conditional Registration and present the **three forms** to Service NSW for issuing of D Plates.
6. Cost: $23 Conditional Registration Administration fee. $24 CTP Insurance Premium. $47 number plate fee Total $94.
7. You will then be issued with the Registration Papers, a “Certificate of Operation” and the “D” plates.
8. If you are a member of another Historic Motoring Club and wish to attend events organised by that club, you **MUST** have that clubs name also placed in the “Special Condition” area on the Certificate of Operation. The C.ex Coffs ST&C Car Club will be listed as the primary club, and the other club the secondary club.
9. A copy of your registration papers and Certificate of Operation **MUST** be sent to the C.ex Coffs S,T&C Car Club CVS Registration Administrator, within 7 days of the registration being finalised.

**HOW CAN I USE MY VEHICLE**

Remember it is a considerable privilege we enjoy to be able to use our vehicles under the Classic Vehicle Scheme however there are several stipulations we must adhere to for both Service NSW and under the C.ex Coffs S,T&C Car Club own Rules of Operation.

**KEEPING MY CLUB REGISTRATION**

1. You must attend at least one (1) C.ex Coffs S,T&C Car Club event per year to maintain your CVS registration, monthly club meetings do count. If you have multiple cars on club registration you do not have to attend one (1) event per car, just one (1) event with any of your C.ex Coffs S,T&C Car Club cars.

Please ensure you sign the runs book at each event you attend.

1. A copy of your registration papers **MUST** be sent to the C.ex Coffs S,T&C Car Club Registration Administrator within 7 days of the registration being renewed.
2. If you sell the vehicle the CVS Registration is not transferable. You must advise the C.ex Coffs S,T&C Car Club CVS Registrar within 7 days.
3. If you decide not to renew your H plate registration with the C.ex Coffs S,T & C Car Club, you must advise the Car Club Registration Administrator and complete and submit to Service NSW,  Form 1021, removing the C.ex Coffs S, T & C Car Club as the primary club on your registration.
4. It is **your responsibility** to sign the **Runs Book,** fill out your vehicle details & D Plate Registration Number, to record that you have attended that event.

**WHAT RECORDS SHOULD I CARRY IN MY CAR**

1. Registration papers and Certificate of Operation.
2. Evidence of your current Car Club membership such as;

* A receipt from the Car Club if you paid your membership fee in cash or evidence from your bank records if you paid by direct credit.

OR

* Your Car Club Membership Card which is now available from the Club Secretary

1. Copies of any current insurance documents you may hold.
2. Calendar of Events extract from club newsletter (Idle Torque).
3. Copies of any other club correspondence (e.g. email) relevant to a run that may not be mentioned in the club’s Calendar of Events.
4. Log Book which must be completed prior to every outing.

**(NEED HELP??) – Contact your Club Registrar, President or Secretary**