



Norfolk Island  
**Traffic Act 2010 (NI)**

Section 12

**APPLICATION TO TRANSFER MOTOR VEHICLE**

**About this form:** You must use this form to apply to the Registrar of Motor Vehicles in order to transfer a motor vehicle

**How to complete this form**

1. Ensure that all fields have been filled out correctly in BLOCK LETTERS
2. Once completed you can submit this form by mail, email or in person, see Lodgment details below.

**Notification of transfer of registration by former owner/seller of vehicle**

I advise that Motor Vehicle Number:	
is/was transferred to	
Of (Postal Address) Residential address	Norfolk Island
From the	Day: _____ Month: _____ 20 _____

Full Name of Present Owner	
Signature of Present Owner	
Date:	

**Application for Transfer of registration by new owner/purchaser of vehicle**

I,	
Of (Postal Address) Residential address	Norfolk Island
Apply for transfer of Motor Vehicle Number:	
From the	Day: _____ Month: _____ 20 _____

Full Name of New Owner	
Signature of New Owner	
Date:	

**Evidence of Third Party Personal Injury Insurance in the name of the New Owner (transferee) along with the current registration certificate and fee needs to accompany this form and should be lodged to the Customer Care officer (see Lodgment details below).**

**NOTE:** Section 12 of the *Traffic Act 2010* (NI) provides that:

**(1)** The registered owner of a motor vehicle must in writing within 7 days after relinquishing ownership of the vehicle for any reason including sale, trade-in, gift or otherwise, notify the Registrar of the change of ownership.

In the case of a second or subsequent conviction — 6 penalty units.

**(2)** A person who acquires the ownership of a motor vehicle registered under section 8 must within 7 days apply in accordance with subsection 12(3) to have the registration of the motor vehicle transferred.

Penalty:

(a) for breach of either subsection (1) or (2)-3 penalty units; or

(b) in the case of a second or subsequent conviction-6 penalty units

**(3)** The Registrar shall —

(a) on application being made in such manner and containing such particulars as the Registrar may specify; and

(aa) upon production of evidence that the transferee has taken out third party personal injury insurance as described in paragraph 8(1)(ab); and

(d) on payment of the prescribed fee, transfer the registration of a motor vehicle.

#### LODGEMENT DETAILS

**Mail:** Registrar of Motor Vehicles  
PO Box 95, NORFOLK ISLAND 2899

**Email:** [customercare@nirc.gov.nf](mailto:customercare@nirc.gov.nf) Subject: Attention: 'MV Transfer'

**In Person:** 39 Taylors Road, Norfolk Island

#### OFFICIAL USE ONLY

Receiving Officer - Name:	Date:
Receiving Officer - Signature:	

#### Privacy

Your personal information will be collected, stored, used and treated in compliance with the *Privacy Act 1988* (Cth) and the Australian Privacy Principles (APP) in force from time to time. Where they are not inconsistent with the above Commonwealth laws, Section 739 of the *Local Government Act 1993 (NSW)(NI)* (protection of privacy) as well as the NSW Model Privacy Management Plan for Local Government and the Privacy Code of Practice for Local Government (NSW) may also be or become applicable to our management and use of your personal information.