



Vehicle Safety and Standards

Modification Application Light (Production) Vehicles

Guidance on completing the modification application

The Department of Transport's Vehicle Safety and Standards is required to assess applications from people wishing to perform a modification on a vehicle that requires the approval of the Director General of the Department of Transport (Transport). As part of this process applicants are required to complete this form, unless the modification is one that has been gazetted as a modification not requiring formal approval. This only applies to minor modifications such as fitting roof-racks and alarm systems.

A list of modifications that can be performed without receiving prior approval from Transport is available in the [‘Vehicle standards - Modify or construct a vehicle’](#) section of our website.

The finished modified vehicle must continue to comply with relevant vehicle standards including the [Road Traffic \(Vehicle Standards\) Regulations](#), [Road Traffic \(Vehicle Standards\) Rules 2002](#) and the [Australian Design Rules \(ADRs\)](#). The ADRs are construction and emission standards applying to motor vehicles intended for use in transport in Australia.

In order to avoid inconvenience and unnecessary paperwork, applicants wishing to modify a vehicle are advised to refer to the national [“Code of Practice for Light Vehicle Modifications” \(VSB14\)](#) before completing this application. This code was developed to assist owners to perform safe and legal modifications.

It is particularly important to read the *Preface* and *Introduction* sections of VSB14 before making application as they provide valuable and detailed background information.

Please note that whilst Transport is willing to assist modifiers, it does not offer a design service. You may need to employ a consultant if you are not sure how to design the intended modifications. You may also need to employ a consultant if you are proposing to carry out modifications for which VSB14 requires supporting reports.

A list of consulting engineers recognised by Transport ([Publication IB-102, Engineering Signatories](#)) can be found on our website.

Your completed application should be forwarded to Vehicle Safety and Standards. The officer who will make an assessment will either grant an “approval in principle”, or advise if further information will be required from an “Engineering Signatory” or another consultant before the application can be assessed, or reject the application.

Modifications should not be commenced without “approval in principle” from Transport.

Important notes

- In all cases it is the owner's responsibility to provide all the necessary information, even if he or she chooses to utilise the services of an agent.
- All questions on this form need to be answered for the application to be processed. If you decide to carry out other modifications after you receive an initial *approval-in-principle* then you are required to re-submit the application and obtain a secondary *approval-in-principle* before proceeding.
- When the vehicle is presented for final inspection to Transport you will be requested to present completed pertinent checklists as required by VSB14 for the particular modifications performed.
- Applicants are advised that despite apparent conformance with this code, the vehicle to be modified will still need to be demonstrated to be safe for road use, it should brake well, handle well, and be structurally sound (all structural components must be free of rust).
- **Please be advised that Vehicle Safety and Standards will offer assistance where possible, however we do not provide a consultancy service.**
- Completed applications forms need to be forwarded to:

Department of Transport
Vehicle Safety and Standards
21 Murray Road South
WELSHPOOL W A 6106

Related documents and links

Further information on vehicle modifications is available on our website at www.transport.wa.gov.au/licensing/vehiclestandards

[Road Traffic \(Vehicle Standards\) Regulations](#) and [Road Traffic \(Vehicle Standards\) Rules 2002](#) are both available on the State Law Publisher's website at www.slp.wa.gov.au/

[Australian Design Rules \(ADRs\)](#) and "[Code of Practice for Light Vehicle Modifications](#)" ([VSB14](#)) both available on the Department of Infrastructure, Transport, Regional Development and Local Government website at www.infrastructure.gov.au/

[Publication IB-102, Engineering Signatories](#) is available on our website under 'Forms and publications' at www.transport.wa.gov.au/licensing.

OWNERS DETAILS

Owner's Name _____

Day time phone No: _____ Fax No: _____

Address: _____

_____ Post Code _____

Owner's Driver Licence Number: _____

ORIGINAL MANUFACTURERS VEHICLE SPECIFICATIONS

Registration No: _____ Make: _____ Model : _____

Body type:

- Coupe
- Sedan
- Convertible
- Utility
- Station Sedan
- Other

Is a Compliance Plate Fitted? Yes No

Compliance Approval No (post July 88 vehicles only) _____

Month/Year of Manufacture

| |
|--|
| |
|--|

VIN/Chassis No

| | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Unladen tare weight: _____

Original Engine Capacity: _____ (ml) No of Cylinders: _____

Original Engine No _____

Fuel Type: Petrol LPG Diesel Other: _____

When applicable:

Replacement Engine Capacity: _____ (ml) No of Cylinders: _____

Make: _____

Replacement Engine Kilowatts: _____

Turbo / Supercharger / Normal aspirated engine (circle the one applicable)

Engine number: _____

Fuel Type: Petrol LPG Diesel Other: _____

DESCRIPTION OF PROPOSED MODIFICATIONS AND OR CONVERSIONS

SUMMARY DETAILS

Engine Make & Year: _____

Engine Modifications: _____

Transmission & Mountings: _____

Differential: _____

Vehicle Height: _____

Front Suspensions: _____

Rear Suspension: _____

Chassis: _____

Steering: _____

Braking System: _____

Tyres Front: _____

Wheels Rims Front: _____

Tyres Rear: _____

Wheels Rims Rear: _____

Seating: _____

Lighting: _____

Body: _____

Exhaust System: _____

Other: _____

Provide further details of modifications under the relevant headings overpage – answer all questions or write “not applicable”.

ENGINE

1. Will the engine be modified? Yes No

Explain what modification will be carried out _____

TRANSMISSION

2. Automatic Manual

Model / Type _____

Modifications: _____

DIFFERENTIAL

3. Model / Type _____

VEHICLE HEIGHT

4. Manufacturers original height to the top of the roof mm

5. Modified height to top of the roof mm

FRONT SUSPENSION

6. Will the suspension be modified? Yes No
If answer is NO go to Question 13

7. What modifications will be carried out? _____

8. Will the vehicle front suspension be LOWERED? Yes No
RAISED? Yes No

By how much? _____ mm

9. How will the height of the vehicle be altered? _____

10. Will the suspension springs be MODIFIED? Yes No
REPLACED? Yes No

Spring height: change from original. _____ mm

11. If the springs are to be modified explain how and by whom. _____

12. What differences are there between the original and the new springs?

REAR SUSPENSION

13. Will the rear suspension be modified? Yes No
If answer is NO go to Question 20

14. Explain what modifications will be carried out?

15. Will the vehicle suspension be LOWERED? Yes No
RAISED? Yes No

Amount modified. _____

16. How much will the height of the vehicle be altered?

17. Will the suspension springs be ALTERED? Yes No
REPLACED? Yes No

18. If the springs are to be modified explain how and by whom. _____

19. What is the difference between the original and the new springs?

CHASSIS

20. Will the chassis or body or mountings be modified in any way? Yes No
If answer is NO go to Question 22

21. Explain what modifications will be carried out.

STEERING

22. Will the original steering system be modified? Yes No

23. Will the steering be modified? Yes No
If answers are NO go to Question 25

24. Explain modifications and any changes to the steering system.

BRAKING SYSTEM

25. Will the original brake system be modified? Yes No
If answer is NO go to Question 28

26. Will the original BRAKE PEDAL be modified or replaced? Yes No

Explain why and how Modified. _____

27. Will the brake master cylinder be MODIFIED? Yes No
REPL ACED? Yes No

28. Explain how the original MASTER CYLINDER is to be modified or replaced.

29. Will the brake power booster be MODIFIED? Yes No
REPL ACED? Yes No

30. Explain how the original POWER BOOSTER will be modified or replaced.

31. Are the FRONT BRAKES the original fitment? Yes No

32. Will the front brakes be modified? Yes No

33. Explain how the original FRONT brake system will be modified or replaced.

34. Are the REAR BRAKES the original fitment? Yes No

35. Will the rear brakes be modified? Yes No

36. Explain how the original REAR brake system will be modified or replaced.

PARKING BRAKE (Hand brake)

37. Will the original PARKING BRAKE be modified or altered? Yes No

If yes, explain changes.

TYRES FRONT

38. Will the FRONT tyre size be changed (from manufacturers original)? Yes No
If answer is NO go to Question 41
39. What is the manufacturer's original tyre size and profile? _____
40. What front tyre size and profile to be fitted to the vehicle? _____
-

WHEEL RIMS FRONT

41. Will the FRONT wheel rims be changed (from manufacturers original)? Yes No
If answer is NO go to Question 47
42. Will the wheel rim onset/offset be changed? Yes No
What will the rim onset/offset be? _____mm
43. Will the wheel rim width be changed from original? Yes No
44. Will the wheel rim diameter be changed from original? Yes No
45. If the wheel is to be changed from original explain change.
-

46. Modified wheel track. Front _____ mm.

Original Manufacturers wheel track:

Front _____ mm.

Original manufacturer's Wheel Rim width _____mm. _____ inches.

TYRES REAR

47. Will the REAR tyre size be changed (from manufacturers original)? Yes No
If answer is NO go to Question 50
48. What is the manufacturers original TYRE size and profile? _____
49. What rear tyre size and profile to be fitted to this vehicle? _____

WHEEL RIMS REAR

50. Will the REAR wheel rims be changed (from manufacturers original)? Yes No

If answer is NO go to Question 56

51. Will the wheel rim onset/offset be changed? Yes No

What will the rim onset/offset be? _____mm

52. Will the wheel rim width be changed from original equipment? Yes No

53. Will the wheel rim diameter be changed from original equipment? Yes No

54. If the wheel rim is to be changed from original explain change.

55. Modified wheel track. Rear _____ mm.

Original Manufacturers wheel track: Rear _____mm.

Original manufacturer's Wheel Rim width _____mm. _____inches.

SEATING

56. Will original equipment seats be changed? Yes No

If answer is NO go to Question 62

57. If the seats have been altered from original equipment explain changes.

58. Will the original seat mountings be retained? Yes No

59. If seat mountings are to be changed, explain.

60. Will the original seat or anchorages be modified in any way (raised etc)? Yes No

Explain: _____

61. Will the height of the seat be altered from the original height? Yes No

Explain: _____

LIGHTING

62. Will any of the exterior lights be modified or changed? Yes No
If answer is NO go to Question 64

63. If any changes are to be made to the vehicles external lighting systems please explain work carried out.

BODY

64. Will the vehicle body be modified? Yes No
If answer is NO go to Question 67

65. Are the modifications structural? Yes No

66. Explain what body modifications are to be carried out on the vehicle and define the area that will be changed.

EXHAUST SYSTEM

67. Will the exhaust system be modified? Yes No
If answer is NO go to the end to read and sign the form please

68. Explain what is to be modified or changed on the exhaust system.

69. Is a catalytic converter fitted as ORIGINAL? Yes No

70. Will the catalytic converter be retained? Yes No

71. Is the system in good condition with no leaks? Yes No

72. Will the exhaust system be tested for noise level? Yes No

73. Location of exhaust outlet's and at what angle.

Owner's Responsibility

The vehicle owner is responsible for providing full disclosure and accurate information on this application, however, should an agent be commissioned to assist with the application then both the owner and his agent must sign this form.

| |
|---|
| Agent's Name: _____ |
| Agent's Driver's Licence Number: _____ Agent's Date of Birth: _____ |
| Agent's Signature: _____ Date: _____ |
| Phone: Daytime _____ Mobile _____ |

Please understand that the vehicle owner is responsible for the accuracy of all information presented on this form regardless of who has assisted he/she complete the document.

| |
|--|
| It is IMPORTANT that the owner read and understands all the information entered on this form. |
| I (PRINT NAME) _____ am the owner of the vehicle mentioned on this form and I declare that the information stated in this application is true and correct. |
| Owner's signature: _____ Date: _____ |
| Phone: daytime _____ |
| mobile _____ |

Please return the fully completed signed application to the address below. An officer will assess this application to either grant an "approval in principle", advise if further information will be required from an "Engineering Signatory" or another consultant before the application can be assessed, or reject the application. Modifications should not be commenced without "approval in principle" from Transport.

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WELSHPOOL WA 6106

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