

This form is used when applying to become a Waka Kotahi NZ Transport Agency vehicle inspector for the issuing of certificates of fitness (CoF).

Before completing this form you should read the CoF vehicle inspector important information form on our website at vehicleinspection.nzta.govt.nz/applications/vi-applications, or you can request a copy by emailing info@nzta.govt.nz or by calling us on 0800 699 000.

Note 1: applicants for appointment as a CoF vehicle inspector will be employed or engaged by a Waka Kotahi-appointed inspecting organisation or organisations.

Note 2: applicants must have a current driver licence for the class(es) of vehicle(s) to be inspected.

Applicant details

Complete all areas.

Surname

First name(s)

Date of birth

Driver licence no.

Home address

Contact phone number

Work phone number

Email address (*acknowledgement of your application will be emailed*)

Inspection groups

Please tick the boxes to indicate which inspection groups you wish to apply for.

CoF A (light) vehicle types:

- 10 - Transport service licensed light vehicles, not trailers (includes taxis and taxi meter calibration) MA, MB, MC, MD1, MD2, NA
- 24 - Other CoF vehicles (includes rental vans) LC, LD, LE, MA, MB, MC, MD1, MD2, NA
- 25 - Rental motorcycles LC, LD, LE
- 26 - Rental cars MA, MB, MC, MD1, MD2

CoF B (heavy) vehicle types:

- 11 - Medium PSV GVM up to 12,000kg MD3 (up to 4500kg), MD4 (up to 5000kg), ME
- 12 - Large PSV GVM greater than 12,000kg ME
- 21 - Medium truck up to 12,000kg; medium trailer up to 10,000kg (truck + trailer) NB, TC
- 22 - Truck greater than 12,000kg; trailer greater than 10,000kg (truck + trailer) NC, TD
- 23 - Large heavy combination truck GCM greater than 39,000kg (A-train and B-train) NC, TD

Criminal history

Have you ever been convicted of a criminal offence, either in New Zealand or overseas?

Yes No

Currently held authorities

In order to apply for CoF A (light) authority, you must be a Waka Kotahi-appointed warrant of fitness (WoF) inspector.

What is your Waka Kotahi authority number?

Required training

Please tick the appropriate boxes.

In order to apply to become a CoF vehicle inspector, you must have completed training outlined in the *VIRM: In-service (WoF and CoF)*, Introduction: 6 Appointments (vehicleinspection.nzta.govt.nz/virms/in-service-wof-and-cof/introduction/appointments). To apply to become a CoF B vehicle inspector, you must have also completed and passed roller brake machine (RBM) training provided by an approved Waka Kotahi training provider.

- Yes, I have completed the training outlined in the *VIRM: In-service (WoF and CoF)*, Introduction: 6 Appointments
- Yes, I have completed and passed the RBM training from an approved Waka Kotahi training provider (if so, please include the certificate with this application as evidence) (CoF B only)
- No, I have not yet completed the training outlined in the *VIRM: In-service (WoF and CoF)*, Introduction: 6 Appointments
- No, I have not yet completed and passed the RBM training from an approved Waka Kotahi training provider (CoF B only).

Work history

Please indicate by a tick in the box that you meet the requirement.

Please include:

- copies of relevant qualifications, if required
- reference(s) from previous employers, detailing the type of work carried out.

Inspecting organisation details

Complete all areas.

To become a vehicle inspector, an applicant must have access to an IO **where the Waka Kotahi practical/oral testing will be conducted**.

IO name

IO authority number

Site address

Phone number

Postal address

Email address

Privacy Act 2020

Collection of this information is authorised by Land Transport Rule: Vehicle Standards Compliance 2002. All information contained in your application form will be held by Waka Kotahi and treated as confidential subject to the Official Information Act 1982 and the Privacy Act 2020.

Under the Privacy Act 2020, you have the right to request access to and correction of any personal information you supply as a part of this application process from Waka Kotahi. Should you wish to exercise these rights please contact Waka Kotahi, Private Bag 11777, Palmerston North 4442 or email: info@nzta.govt.nz

Applicant declaration

To the best of my knowledge and belief, all the information I've given for this application is true and correct.

If this application is approved, I will follow all rules and regulations required of vehicle inspectors.

I consent to the New Zealand Police and other relevant persons or authorities sharing with Waka Kotahi all charges and convictions against me and any other information they hold about me.

The information about me that the New Zealand Police may consider relevant to the application, and release to Waka Kotahi in vetting, includes any conviction history, and infringement/demerit reports. It may include other information like:

- active charges and warrants to arrest
- any information received or obtained by the New Zealand Police in any context (including family violence), even where:
 - I haven't been charged or charges are withdrawn, or
 - I've been acquitted (not guilty) of a charge, or
 - I've been discharged without conviction.

I authorise Waka Kotahi to enquire about my character and suitability to be a vehicle inspector for the purposes of this application and for the term of any appointment as a vehicle inspector (under the Official Information Act 1982 and the Privacy Act 2020).

(Find more information about New Zealand Police vetting at police.govt.nz/advice-services/businesses-and-organisations/vetting/information-about-vetting)

I have read and understood the *NZ Transport Agency vehicle inspector code of conduct*.

Signature

Date

Address to send application

Please email this form along with supporting documentation to: inspectors@nzta.govt.nz (scanned copies are acceptable)

You can also print and complete this form and send it with any additional sheets/forms to the address below:

Provider Licensing
Waka Kotahi
Private Bag 11777
Palmerston North 4442



Te Kāwanatanga o Aotearoa
New Zealand Government