



Use this form to make changes to your NSW driver licence (all classes), boat licence, combined licence, NSW photo card, vehicle or vessel registration, and/or mooring licence.

Office-Use  
Attachments

- You must provide original copies of supporting documents. (Photocopies will not be accepted)
  - Customers with **road products only** (ie a driver licence and vehicle registration) can attend any service centre to make changes. **Combined licence holders and customers with both road and maritime products** should attend a service centre or registry that conducts maritime business.
  - For further enquiries contact a service centre or call Service NSW on 13 77 88
- Hearing or speech impaired?** Call us on the National relay Service: TTY users phone 13 36 77 then ask for 13 77 88.  
Speak and Listen users phone 1300 555 727 and ask for 13 77 88
- Roads and Maritime Services no longer record organ donation details. For more information visit [donatelife.gov.au](http://donatelife.gov.au).

### Products held (tick and complete all applicable)

Driver licence or customer number	Boat or Mooring licence number
<input type="text"/>	<input type="text"/>

Combined licence - driver/boat driving

No  Yes

Vehicle plate number

Vessel registration number

### 1 Customer details (include all NEW details)

Surname

Given name(s)

Organisation name (if applicable)

Residential address or business address (licence address must be in NSW)

  
  

Postcode

Mailing address (If different from residential address All mail will be posted to this address)

  
  

Postcode

Vehicle garage address (where the vehicle will most often be kept)

  
  

Postcode

Please provide your email address if you would like to register for an online service account. Go to [service.nsw.gov.au/online-services](http://service.nsw.gov.au/online-services) for more information

Email address

Please provide a mobile number if you would like to receive communications from Service NSW this way

Mobile number

Contact person name

Fleet manager name (if applicable)

### 2 Personal details

Date of birth

<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>
day		month		year

Gender Male  Female

### 3 Licence and registration changes

Your licence or customer number

What driver licence details are to be changed?  
*(Permanent residency status may be verified online by Roads and Maritime with the Department of Immigration and Border Protection. For a full list of acceptable proof of Australian residency documents, see our website at [rms.nsw.gov.au](http://rms.nsw.gov.au))*

What vehicle registration details are to be changed?

What boat or mooring licence details are to be changed?

What vessel registration details are to be changed?

### 4 Privacy Statement and Declaration

Roads and Maritime is collecting your personal information to change your details on our records and may retain and use it for driver licensing, motor vehicle and road transport or safety purposes.

Under road transport legislation you are required to notify us if you change your name or address or garaging address of your vehicle.

We may disclose your personal information: to other driver licensing and vehicle registration agencies, to assess your application or verify the information you provide and for inquiries about motor accidents.

Additionally, where you provide personal information concerning the registration of a vehicle we may disclose that: to confirm any compulsory third party (bodily injury) insurance is current, to anyone proposing to acquire an interest in your vehicle, in respect of inquiries relating to stolen or abandoned vehicles, and to any joint registered operator of your vehicle.

Otherwise we will not disclose your personal information without your consent unless authorised by law.

Your personal information will be held by us. You have the right to access and correct the information if you believe that it is incorrect. You can contact us to request to access or correct it.

You declare that the information on this form is true and complete.

Under the road transport legislation it is an offence for anyone to attempt to obtain or renew a driver licence, or to register or renew the registration of a vehicle, by false statement or other dishonest means.

Signature

Date

<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>
day		month		year

(continued next page)

**5 Representative's Authority**

**(Changes to organisation and vehicle details only)**

*This section must be completed if you send someone else to conduct business on your behalf*

**I declare that the person below is my authorised representative**

Signature

Date

**Representative's details**

NSW driver licence / customer number

Name

Address

  

Date of birth

Gender

Male  Female

Representative's signature

Date

**RMS / SNSW Office Use - BUNDLE C**

Mailing address checked on DRIVES (if applicable)

**Proof of Identity Record**

Stand alone or primary proof

Secondary proof (if necessary)

Document number

Secondary proof issue or E/Date

Document produced to prove change

Date of issue or expiry date

GAC / RMS / SNSW location

Issue centre number

**Conditions / Endorsements**

Add/Change/Delete

Nominated Configuration Code

Effective date

Condition code

Customer service representative's signature

Staff number

Date

**Authorised Examiner's use**

**Note: Identification numbers must be completed below, when an examination of the vehicle required the vehicle details to be changed.**

Registration plate number

Inspection report number

VIN or chassis/frame number - ensure all characters are recorded

Engine number

Engine make

Engine capacity

Motive power

No.cylinders or rotors

Gross vehicle mass

Gross combination mass

Overall axle space

Tare weight

Axle code

Wheelbase

Vehicle fittings

Other (specify changes)

  

Conditions / endorsements

  

Station name, address and number

  
  

**I certify I have examined the vehicle and the changed detail/s comply in all respects with the Rules for Authorised Inspection Stations**

Name Authorised examiner

Examiner's number

Examiner's signature

Date