



Add / Change Security Administrator Dealer Number Plate System

Use this form to establish or change a Security Administrator on the Dealer Number Plate System

1. Details

Dealer licence number (if applicable) RMS customer number

Name

Trading name

Business address

Postcode

Business telephone number

Business fax number

Business email address

2. Reason for request

Add Security Administrator

Change Security Administrator

Security Administrator details

Surname

Given names

Date of birth

day / month / year

NSW driver lic/customer no.

Security Administrator
telephone number

Security Administrator
fax number

Email address

3. RSM details

Controlling Registry/Service Centre name

4. Agreement and declaration by Participant and Security Administrator

This declaration must be read by the signatories.

I acknowledge that the terms of the Agreement will apply concerning the Dealer Number Plate System including the use and security of passwords and obligations of Security Administrators. I declare that the information provided in this application is true and complete.

Security Administrator signature

Name of Authorised user representative

Signature of Authorised user representative

Date

day / month / year

5. Privacy statement

The Roads and Maritime Services (RMS) is collecting your personal information in connection with your application for access to the Dealer Number Plate System.

You are not required to provide your personal information but RMS may refuse your application if you do not.

RMS may retain and use your personal information to process your application for Dealer Number Plate System access or facilitate administration of your system access. Your personal information will be held by RMS at 20-44 Ennis Road, Milsons Point NSW 2061. You have the right to access and correct the information if you believe that it is incorrect.

Your personal information may be disclosed for the purpose of verifying the information and supporting documents you have provided to us, or, to a third party number plate manufacturer, systems operator or courier to facilitate delivery of number plates. Otherwise, RMS will not disclose your personal information without your consent unless authorised by law.

**Please return completed form to your Controlling Registry/
Service Centre**

Office use only

Controlling Registry/Service Centre

Dealer Number Plate System Authorisation (DVRS only)

Approved Yes

No

Manager's name

Signature

Staff number

Date

day / month / year

Dealer Number Plate System Operator

Security Administrator add / change

Confirmation email to Manager

System Operator Representative name (please print)

Signature

Date

day / month / year