



Application for Accreditation as an Escort Vehicle Service Provider

Who should use this form?

This form is to be **only** used by persons making an application for accreditation as an Escort Vehicle Service Provider in the Oversize and/or Overmass Escort Vehicle Drivers Scheme (OSOM EVDS).

Applicant details

Applicant's full name (if individual) or legal name (eg ABC Pty Ltd) as well as business or trading name (if company or partnership). Roads and Maritime will not accept family trusts.

Provider Representative(s) full name (if Service Provider is a company or partnership)

Address

ABN

Phone

Fax

Mobile

Email address

Escort vehicle details

Make, model and registration number of each escort vehicle (attach extra sheet if space needed)

Make and model	Registration number

Address where escort vehicle(s) are securely garaged

Postcode

Insurance details

(Attach extra sheets if space needed)

Public liability insurance

Insured

Policy provider (insurer/underwriter)

Policy number

Amount insured

Expiry / Renewal date

Insured period from

Insured period to

Comprehensive motor insurance for each vehicle listed

Insured

Policy provider (insurer/underwriter)

Policy number

Amount insured (at least \$20 million)

Expiry / Renewal date

Insured period from

Insured period to

Eligibility for accreditation

To submit your application, please provide:

- I declare that the applicant meets the eligibility criteria to be an accredited service provider set out in the OSOM EVDS Accreditation Agreement and the OSOM EVDS Operating Guidelines.
- I will advise of any change of circumstances in any matter related to eligibility for accreditation within 7 days of the change.

Declaration

The applicant understands that this is an application for accreditation by Roads and Maritime Services as a service provider of escort vehicle services in the OSOM EVDS.

The applicant has read and understands the OSOM EVDS Accreditation Agreement for Service Providers and OSOM EVDS Operating Guidelines. The applicant understands that this application will be assessed by Roads and Maritime.

If I am the Provider Representative for the applicant, I warrant that I have the authority to sign this application and provide the declarations in this application on behalf of the applicant. I declare and warrant that all information on this forms is true and complete.

I understand that it is an offence to provide false or misleading information in this application and it may result in prosecution as well as suspension or cancellation of accreditation.

Privacy statement

Roads and Maritime is collecting your personal information for your application for accreditation as an Escort Vehicle Service Provider and we may retain and use it to verify and assess your application and for driver licensing, motor vehicle, road transport and road safety purposes.

Providing this information is voluntary but we may refuse your application unless you do so.

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

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

Your personal information will be held by Roads and Maritime at Grey Street Glen Innes NSW 2370 and generally you can contact us to access or correct it at GIPB@rms.nsw.gov.au

By providing the personal information of any proposed escort vehicle drivers in your application, you warrant that you have provided to them a copy of this Privacy Statement and obtained their consent to provide their personal information to Roads and Maritime Services.

Signature of applicant (*if individual*) or Provider Representative on behalf of the applicant (*if applicant is a company or partnership*).

Date

/	/	
day	month	year

Checklist

Please refer to the checklist on the final page of this form to ensure you attach all required documentation.

Please retain a copy of your application for your own records.

Submitting your application

By email: Scan and email your completed and signed application with accompanying documents to ais@rms.nsw.gov.au.

By mail: Send completed form, accompanying documents and payment to:

OSOM Escort Vehicle Driver Scheme
Roads and Maritime Services
PO Box 122
Glen Innes NSW 2370

How to complete the Application for Accreditation as an Escort Vehicle Service Provider

Please answer all the questions relating to your application and provide as much information as possible. Failure to provide all the information can result in your application not progressing or being refused. Please complete the form using block letters e.g. JOHN CITIZEN not *John Citizen*.

For full details of the requirements to be an Escort Vehicle Service Provider, please refer to the [Roads and Maritime website](#).

Applicant Details

Name of Applicant: If the applicant is an individual, insert your full name. If the applicant is a company or partnership, insert the legal name and any business or trading name of the applicant.

Provider Representative: If the applicant is a company or partnership, a person must be nominated as the Provider Representative to represent the applicant in dealings with Roads and Maritime in relation to the OSOM EVDS. The nominated Provider Representative must have the authority to sign this application and make the declarations on the applicant's behalf and to bind the applicant in matters related to the OSOM EVDS. Insert the full name of the Provider Representative. The Provider Representative should sign the application form.

Address: Please provide your residential street address including your street and/or unit number, street name, suburb/town and your postcode.

e.g Unit1/234 Fifth street
SIXTY TOWN NSW 7891

Contact numbers - Phone, Fax and Mobile Phone: Please provide at least one daytime contact number in case information from your application needs to be checked. Preferred numbers are mobile telephone numbers.

Australian Business Number (ABN): Insert your full ABN as listed on your certificate from the ATO. Your ABN is 11 digits.

Email address: Please provide a valid email address. This may be used to send out additional information to you.
e.g. businessname@internetprovider.com.au.

Escort Vehicle Details

Make model and registration number of escort vehicles: Please provide full details of all vehicles you intend to use as escort vehicles. This detail is required to appropriately identify the vehicles.

Address where garaged: In addition to the address please also add details of how the vehicles will be securely garaged such as locked garage/compound etc.

Escort Vehicle Drivers Details

You are not required to have authorised Escort Vehicle Drivers at the time of the application to be a service provider. However, you note that if you are granted accreditation as a service provider, only drivers who hold RMS authorisation as an Escort Vehicle Drivers can be included in the Drivers Roster in Schedule B of the Accreditation Agreement and can be used to provide Escort Vehicle Services.

Insurance Details

The requirements for the public liability insurance and comprehensive motor insurance are set out in the OSOM EVDS Accreditation Agreement. You are required to provide the details and copies of policies of the following mandatory insurance:

Public Liability Insurance: This insurance is mandatory and the details should be completed in full.

Comprehensive Motor Insurance: This insurance is also mandatory for any vehicle you intend to use as an escort vehicle. All the details must be completed in full. It must be taken out in your name.

CHECKLIST

The application form will not be processed if you do not attach supporting documentation.

1. Application Form

- Complete and sign - Application for Authorisation of Escort Vehicle Drivers
([Application for Accreditation of Escort Vehicle Provider Form No. 1812](#))

Ensure the details below are included on the application form :-

- ABN details
- Escort vehicle details
- Secure garage address

2. Insurances

- Public Liability Insurance details (*must be at least \$20 million and include covering purposes or business activities in Escorting and ideally note Roads and Maritime Services as a Third party*)
- Comprehensive motor vehicle insurance for all vehicles to be used by the applicant and its drivers to provide escort vehicle services (*Includes up to \$20 million public liability*)

Application Assessment

Roads and Maritime may decline to assess applications that do not include all required information, and may contact the applicant to:

Ensure the details below are included on the application form :-

- Advise what additional information is required to enable the assessment of the application; or
- Require the applicant to resubmit the application with all required information.

Induction Training

Upon successful application you will be required to complete the Roads and Maritime Services:-

- Online induction modules 1 & 2 to OSOM Escort Vehicle Driver Scheme (*A link will be emailed*)
- Code of Conduct session through a Roads and Maritime Services approved RTO.
Click here for a list - [Approved RTOs that deliver this session](#)