



### Registering a vehicle as a taxi

To register a vehicle as a taxi and attach a new set of taxi plates to that vehicle you must first obtain a Proof of Registration Entitlement letter from the Point to Point Transport Commission, authorising the plates to be attached to the vehicle.

This Proof of Registration Entitlement letter is only required when the plates are being issued for the first time and being attached to a vehicle registered as a taxi.

To register the vehicle as a taxi you will need to attend your nearest Service NSW and provide:

- Proof of identity (POI)
- Proof of Registration Entitlement (PORE)
- Compulsory Third Party (CTP) insurance (except for trailers)
- A vehicle inspection report from an Authorised Unregistered Vehicle Inspection Station (confirming the identity of the vehicle and compliance with required safety and design standards).

### Managing taxi plates

Previously any transfer or change to taxi plates required a letter of authority from Roads and Maritime service. This is no longer the case.

If you are a registered operator and you would like to:

- Place a taxi number plates in reserve
- Remove taxi number plates from storage (reserve or on hold)
- Transfer or re-assign a set of taxi plates to another vehicle in your fleet
- Transfer or re-assign a set of taxi plates to another vehicle as part of the transfer of the lease of the vehicle
- Replace a set of taxi plates
- Surrender a taxi number plate
- Cancel or re-establish a taxi registration under the same registered operator and the taxi number plate remains the same.

You will need to attend your nearest Service NSW and provide any one of the following:

- An original or copy of the taxi licence, see [sample Taxi Licence Certificate](#), or
- A letter from the person named on the taxi licence (or agent with a Power of Attorney) approving the transaction, or
- A letter from the Authorised Service Provider approving the transactions, or
- A copy of the lease.

An approval letter from the Point to Point Transport Commissioner is **not** required for any of these transactions.

### Inspection Requirements

Taxi vehicles are now only required to provide one authorised Safety Check Inspection Scheme (ASCIS) report annually regardless of inspection type or seating capacity.