



## What to bring

- Your completed application form.**
- Medical certificate completed by your medical practitioner** (if applicable)
- Your glasses or contact lenses if you wear them for driving.**
- Certificate of completion of course.**
- Forms of identification:** (these must be **original** documents)
  - One of these (evidence of identity):*
    - New Zealand (NZ) passport or overseas passport that is current or has expired within the last two years or
    - NZ photographic licence that is current or has expired within the last two years or a current temporary licence that is accompanied by acceptable photographic ID or
    - Certificate of NZ citizenship issued under the Citizenship Act 1977 or
    - Certificate confirming NZ citizenship issued under the Citizenship Act 1977 or
    - Certificate confirming registration of NZ citizenship by descent issued under the Citizenship Act 1977 or
    - Certificate of identity issued under the Passports Act 1992 that is current or
    - Refugee travel document issued by or on behalf of the NZ government that is current or
    - NZ Defence Force photo-identity card issued to non-civilian staff that is current or expired within the last two years or
    - Full birth certificate issued in NZ, the Cook Islands, Niue or Tokelau or
    - Firearms licence containing a photograph issued under the Arms Act 1983 that is current or expired within the last two years or
    - Certificate of identity as defined in section 2(1) of the Immigration Act 1987 that is current.

AND one of these (evidence of your address):  
(showing your name and address)

- An account statement, issued in the previous 12 months, from a bank, building society, credit union or credit card or
- Telephone, gas or electricity account issued in the previous 6 months or
- An appropriate form of identification issued in the previous 12 months that includes your address.
- Proof of name change** if your name has changed since being issued with a licence or is different to that shown on your identification.

This must be an **original** one of the following:

- Marriage or civil union certificate or
- Dissolution of marriage order or dissolution of civil union order or
- Statutory declaration, deed poll change of name, or a name change certificate issued by Births, Deaths and Marriages or
- Other appropriate evidence of name change eg adoption papers.

Note: if your evidence of identity and name change documents do not provide a clear link to the name currently on your driver licence, you may be required to provide additional documentation.

- Cheque, cash or EFTPOS for paying the appropriate fee.**

Credit cards may be accepted at some driver licensing agents. If you pay by cheque your application will not be processed until your cheque has cleared.

## Who should use this form?

Anyone who is applying for any of the following endorsements to their New Zealand driver licence.

### D Dangerous goods endorsement

### F Forklift endorsement

For use with special-type vehicles that are forklifts

### R Rollers endorsement

For use with special-type vehicles that run on rollers

### T Tracks endorsement

For use with special-type vehicles that run on self-laying tracks

### W Wheels endorsement

For use with special-type vehicles that run on wheels and are not forklifts

**Tick the box(es) below that applies to you**

Applying for an endorsement for the first time

Applying for an additional endorsement

Applying to renew endorsement(s)

Re-applying because your endorsement has been expired for more than 5 years

Re-applying because your endorsement has been suspended or revoked for more than 12 months

## Where to apply

Take your completed form and all **original** documents to any NZ Transport Agency (NZTA) driver licensing agent. These are selected branches of:

- New Zealand Automobile Association (NZAA)
- Vehicle Testing New Zealand (VTNZ)
- Vehicle Inspection New Zealand (VINZ)

A customer services representative will process your application, check your identification, may take your photograph and a sample signature for your licence as well as check your eyesight.

The appropriate fee will be payable at this time.

## More information

Your driver licensing agent has a range of factsheets which give more information on a wide range of driver licensing topics.

We use our forms and factsheets to provide useful, common-sense advice and information in a concise format. They can't cover all aspects of a topic and should not be used instead of authoritative legal documents or legal advice.

More information is available on our website [www.nzta.govt.nz/online](http://www.nzta.govt.nz/online), or call the Driver Licensing Contact Centre on 0800 822 422.

## Eyesight

You must prove that your eyesight meets the required standard. To do this you can:

- present a satisfactory eyesight certificate issued by a New Zealand registered optometrist (this certificate must be no more than 60 days old)
- present a satisfactory medical certificate issued by a New Zealand registered medical practitioner (this certificate must be no more than 60 days old)
- pass an eyesight screening check at a driver licensing agent.

Note: the eyesight screening machines eliminate the need for many drivers to be tested by an optometrist or medical practitioner. However, if you do not pass this screening check then you must provide one of the above certificates before your application can proceed. Some drivers choose to provide a certificate instead of undertaking a screening check.

If you have sight in only one eye, or have only one eye (monocular vision) you must present an eyesight certificate from a doctor or optometrist.

## Medical certificate

You need to present a medical certificate with this application if:

- you have had a medical condition in the last five years that affects your ability to drive safely, and/or your medical condition has worsened, or a new condition has been diagnosed, since your last medical certificate was presented
- you are requested to by the NZTA (regardless of when you last presented a medical certificate).

\*Please note that the following classes and endorsements are considered to be of the same medical standards:

Private classes: Class 1 or 6 licence and D, F, R, T, or W endorsements.

Commercial classes: Class 2, 3, 4, or 5 licence and P, V, I or O endorsements

A medical certificate must be completed by a New Zealand registered medical practitioner and must not be more than 60 days old. The medical practitioner can be your usual doctor (GP), or if appropriate be a specialist or occupational therapist.

The medical certificate must state that you are fit to drive safely or indicate conditions that will enable you to drive safely.

Stocks of the NZTA form *Medical certificate for driver licence* (DL9) are held by medical practitioners.

## Warning

It is an offence to supply false or misleading information and may lead to court action. The consequences can include losing your licence and/or paying a fine.

If you do not supply all relevant information, your application may be delayed or declined.

The NZTA uses NZ Post's standardised address formatting guidelines. This means the address printed on correspondence from the NZTA may differ slightly or display differently to the way you have written your address.

## Responsibilities

Driver licences make our roads safer for everyone and prove drivers are qualified and legally entitled to be behind the wheel. That's why it is important you always carry your licence with you when you drive.

Your address will be recorded on the database and you should notify the NZTA if you change your address.

## Privacy information

The particulars specified on the *Application for endorsement D,F,R,T,W* will form part of the Driver Licence Register. Collection and dissemination of this information is authorised by the Land Transport Act 1998.

The NZTA may also use some of the particulars specified on this application to provide you with information and/or publications relating to driver licensing and driving.

By signing this application you authorise the NZTA to use your personal information for these purposes.

We may also disclose some of the particulars to the NZTA's agents or contractors in relation to any of the above purposes, and you authorise us to disclose that information to them.

Under the Electoral Act 1993, s 263B, the Electoral Enrolment Centre operates an authorised information matching programme with the NZTA. The purpose of this programme is to assist in keeping the Electoral Roll up-to-date.

The NZTA also operates an authorised information matching programme with the Registrar of Births, Deaths and Marriages. The purpose of this programme is to assist in keeping the Driver Licence Register up-to-date. Please refer to the Privacy section of our website for further information.

The Privacy Act 1993 provides rights of access to, and correction of, any retrievable personal information held by the NZTA. Should you wish to exercise these rights please contact the NZ Transport Agency, Private Bag 11777, Palmerston North 4442, or email: [info@nzta.govt.nz](mailto:info@nzta.govt.nz).

Information related to driver licence status (but not your signature) may be released under the Land Transport Act 1998.

## Receipt

Tax invoice when receipted  
NZ Transport Agency G.S.T. No. Reg. 89-364-086

Fee paid (GST included)

\$

Date paid

/ /

Agent stamp and initials



## Personal details

What is your New Zealand driver licence number?

What is your surname or family name?

Your full first name?

Other/second/middle names?

Are the names you have shown on this application different from that shown on any of the supporting identification? (including any driver licence)

No

Yes → My previous name was:

Tick one.

You must enter the details of your name change documentation in the Identification section on Page 4.

Are you?  Male  Female

If you answer 'yes', in the event of your death your next-of-kin will be asked for their agreement to donate organs. Please let them know of your wishes.

Would you be willing to donate organs in the event of your death?  No  Yes

What is your date of birth?

Day / Month / Year

Where were you born?

Name of town/city

Name of country

Your address will not be shown on the front of the licence unless you tick the 'yes' box.

Do you want any of the addresses you give below printed on your licence?

No

Yes → either:  Physical address OR  Mailing address

What is your physical address?

Property name (if you have one)

Flat number  Street number

Street name

Suburb

Town/City

What is your mailing address? (if different from your physical address)?

What type of address is it?  Street  RD  PO Box  Private Bag

Property name (if you have one)

Flat number  Street number

Street name

RD/PO Box/Private Bag number

Suburb

Town/City

Giving your telephone number(s) is optional.

What are your contact telephone number(s)?

Home ( )

Work ( )

## Identification

See page 1 for a list of suitable evidence of identity, evidence of address and evidence of name change documents.

\*Enter the reference number of the form of identification you are presenting. For example, if you are presenting a passport, write the passport number here.

## Endorsement type

Tick the box of the endorsement type(s) you are applying for.

You must hold a full class 1 (car) licence before you can apply for any F, R, T or W endorsements.

## Medical fitness

Tick boxes as required

See the Medical certificate section on page 2 to determine if you require a medical certificate.

Examples of medical conditions that could adversely affect your ability to drive include: diabetes, double vision, Alzheimers, epilepsy, fits, head or spinal injuries, high blood pressure, amputations, mental illness, joints or limb problems, stroke, convulsions.

Medication and treatments can also affect your ability to drive safely.

Medical certificates must not be more than 60 days old.

## Eyesight

## Declaration

You are entitled to access, and may request correction of, any readily retrievable information held about you by the NZTA.

## Office use only

After receipting, detach pages 1 and 2 and give to the applicant.

### I provide the following original identification to support my application:

As evidence of identity

Issue date (if applicable)

Reference number\*

Expiry date (if applicable)

As evidence of address

Issue date

As evidence of name change (if applicable)

Reference number\*

Effective date

### I am applying for the following endorsement(s):

- D** Dangerous goods endorsement
- F** Forklift endorsement
- R** Rollers endorsement
- T** Tracks endorsement
- W** Wheels endorsement

### I have provided a medical certificate with this application because:

**(tick as appropriate AND sign)**

- I have a medical condition that has affected my ability to drive safely in the last 5 years.

Signature of applicant

### I have not provided a medical certificate with this application because:

**(tick one or more as appropriate AND sign)**

- I have never been aware of or told by a doctor that I have a medical condition that could affect my driving.
- I am aware of a medical condition but it has not affected my ability to drive safely in the past 5 years.
- I have supplied a medical certificate in the past 5 years that is of the same medical standards as the class for which I am currently applying, and:
  - my medical condition has not worsened
  - I have not been diagnosed with another medical condition that could affect my ability to drive safely.

Signature of applicant

### Do you wear glasses or contact lenses for driving?

No  Yes

I state that, to my best knowledge and belief, all the information I have given for this application is correct and I am not disqualified from obtaining or holding a driver licence or licence endorsement.

Signature of applicant

Date

Day Month Year

- Certificate of completion of course attached
- Medical certificate attached
- Eyesight certificate attached
- Fit with lenses
- Fit without lenses

Fee paid (GST included)

Date paid

Agent stamp and initials