

Check page 3 for **What to bring** and other important information. You need to **complete all questions** - if it doesn't apply to you write N/A.

Driver licence

1. **What is your New Zealand driver licence number?**
(if you know it)

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Name

2. **What is your name?**

Surname

Full first name

Middle name(s)

3. **Are the names on this form different from the names on your supporting ID (including your driver licence)?**

No

Yes → My previous name was:

4. **Are you?** Male Female Gender diverse

Organ donation

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

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.

Birth date

6. **What is your date of birth?**

/	/	
Day	Month	Year

7. **Where were you born?**

Name of town/city

Name of country

Address

8. **Where do you live?**

9. **What is your mailing address (if different from above)?**

10. **Would you like your address printed on your licence?**

No

Yes → Physical address OR Mailing address

11. **What are your contact phone numbers?**

Home/Mobile

Work

12. **What is your email address?**

Giving your phone numbers and email address is optional, but it may help us to process your application faster (see page 4).

Declaration

I state that, to the best of my knowledge and belief, all the information I have given for this application is correct. I am not indefinitely disqualified from obtaining or holding a driver licence, and I have been granted a court order authorising me to obtain a limited licence.

Signature of applicant

Date

/	/	
Day	Month	Year

Office use only

Agent to complete this section.

Primary evidence of identity:

- NZ photo driver licence
- NZ passport
- NZ birth certificate
- Waka Kotahi approved document
- Other (please specify) →

Reference number

Issue date

Expiry date

Supporting evidence of identity: (if applicable)

Reference number

Issue date

Expiry date

Evidence of name change: (if applicable)

Reference number

Issue/effective date

Expiry date

Agent initials

Time ID checked

DLR user ID

- Referee-verified image attached
- Medical certificate attached
- Court order attached

Input

Chkd

Agent stamp

Fee paid (GST included)
\$

Date paid

After receipting, detach pages 3 and 4 and give to the applicant.

Who should use this form?

Use this form if you have a court order and want to apply for a limited licence.

You'll need to bring **two originals** of the court order authorising the issuing of a limited licence.

Where to apply

Take your completed form and all **original** documents to any driver licensing agent. Go to www.nzta.govt.nz/agent to find an agent in your area.

A customer services representative will check your identification and process your application.

You'll need to pay the fee of \$39.30 with your application.

What happens after I apply?

The driver licensing agent will **not** issue you with a temporary licence. They'll forward your application to Waka Kotahi NZ Transport Agency for processing. We'll assess your application within four days of receiving it.

The agent can't discuss any possible outcomes of your application. If you need more information about the progress of your application after four days have passed, please call us on 0800 822 422.

If your application is declined we'll send you a letter outlining the reasons why, and advising you of your right of appeal to the district court. See page 4 for examples where we might decline your application.

If your application is approved we'll send you a temporary limited licence to use while your photographic limited licence is being manufactured and mailed to you. You must also carry your court order with you at all times when driving.

If you receive another disqualification while holding a limited licence, then your limited licence is automatically revoked and you're not entitled to drive anymore. You must surrender your revoked limited licence to the court, the police, Waka Kotahi or an authorised agent.

Getting your licence back

After your limited licence has expired you'll still be unlicensed. You're not allowed to drive until after your suspension or disqualification has ended and you have a new driver licence. Any licence card you had when you were suspended or disqualified has been permanently cancelled.

You'll need to go into a driver licensing agent and apply to reinstate your driver licence. You can't apply until the day **after** your suspension or disqualification ends. Go to www.nzta.govt.nz/reinstate for more information.

What to bring

- Your completed application form.**
- Two original court orders.**
- Evidence of identity** (must be original - no photocopies).
You must provide either:
 - your New Zealand photo driver licence (can be current or expired up to two years), or
 - your current New Zealand passport, or
 - your current overseas driver licence and your current overseas passport, or
 - your New Zealand birth certificate (issued on or after 1 January 1998) and a student ID card, Kiwi Access card or 18+ card, power bill or bank statement*, or
 - another combination of acceptable evidence of identity documents* detailed on *Identification for driver licensing* (Factsheet 20) or at www.nzta.govt.nz/identification

*If neither document has a photo, you'll also need to provide a verified image (see Factsheet 20 for more information).

- Evidence of name change** (must be original - no photocopies).
If you want to change the name on your driver licence, or if the name on your identity documents isn't the same as the name on your licence, you'll need to provide acceptable evidence of name change. This must be one of the following documents that was issued in New Zealand:
 - your marriage or civil union certificate
 - your dissolution of marriage or civil union order
 - your certificate of annulment
 - your deed poll certificate, change of name certificate, or birth certificate showing both names
 - your statutory declaration issued by Births, Deaths and Marriages confirming the name change.

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

- EFTPOS, credit card, cash or cheque for paying the fee of \$39.30.**

Office use only

Medical certificate attached

Court order attached

Tax invoice when receipted
Waka Kotahi NZ Transport Agency
GST Reg. No. 89-364-086

Fee paid (GST included)

\$

Date paid

/ /

Agent stamp and initials

Why might my application be declined?

Waka Kotahi is required to assess your application in accordance with the Land Transport Act 1998, in particular sections 30(5), 103, 104 and 105(6A).

Section 30(5) places responsibility on Waka Kotahi to be satisfied that the person is entitled to a limited licence before issuing any limited licence (including any temporary licence). For this reason the driver licensing agent must forward your application to us to be assessed before any limited licence can be issued.

When assessing your limited licence application, we must consider the criteria in sections 103 and 104 of the act. If your application and/or the court order don't comply with the criteria in these sections, then your application will be declined or delayed.

Examples of where we may decline your limited licence application include:

- Your licence is suspended or revoked on medical grounds.
- You're serving a 28-day licence suspension for excess speed or alcohol.
- You're indefinitely disqualified for repeat alcohol and/or drug driving offences.
- Your court order indicates you may drive vehicles that you didn't hold a current licence for when your disqualification or suspension started.
- Your court order indicates you may conduct driving tests or act as a driving instructor.
- Your court order indicates you may drive in a passenger service (except where demerit points were the only reason for the licence suspension and where you can prove that no more than 20 of these points were accumulated while driving in a passenger service).
- Your court order indicates you may drive in a transport service, if you were disqualified for excess alcohol while operating a transport service vehicle.
- You're disqualified from driving while already disqualified or suspended.
- You're disqualified for certain offences causing death or injury.
- After the court order was granted, you received another disqualification.
- You've been given an alcohol interlock sentence by the court and haven't been issued an alcohol interlock licence yet.
- You've been issued an alcohol interlock licence and haven't been approved to exit the alcohol interlock programme.

Examples of where we may delay issuing your limited licence application include:

- Section 104(1) requires you to serve a 28-day stand-down period.
- You haven't provided all the necessary information or your application is incomplete.

Section 105(6A) requires us to inform you of your right of appeal to the district court, should your application for a limited licence be declined.

Overseas licence

If you've been disqualified or your overseas driver licence has been suspended in New Zealand then you can't drive on New Zealand roads using the licence, even after your disqualification or suspension has ended. You'll need to apply for a New Zealand driver licence if you wish to continue driving in New Zealand. See *New residents and visitors: Driving in New Zealand* (Factsheet 56) and *Overseas driver licences: Converting to a New Zealand licence* (Factsheet 72) for more information.

Email address

Giving us your email address is optional. We'll email you information and reminders about your application and driver licensing, and other Waka Kotahi services, including asking for feedback on our services and the transport system. We recommend using an email address that's unique to you, so only you can see information we send you.

More information

More information is available at www.nzta.govt.nz/licence, or you can call us on 0800 822 422.

Our factsheets give more information on a wide range of driver licensing topics, and are available at www.nzta.govt.nz/factsheets or at an agent.

Limited licences (Factsheet 50) has more information about getting a limited licence.

Driving offences and penalties (Factsheet 55) has more information about disqualifications and suspensions.

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

Privacy information

The information requested is required for Waka Kotahi (and its agents) to process your application for a limited licence, to produce your photo driver licence card, and to maintain the Driver Licence Register. Collection of this information is required by part 3 of the Land Transport (Driver Licensing) Rule 1999.

Your photo may also be captured for the purpose of printing it on your driver licence card, and to enable the Department of Internal Affairs, Department of Corrections, Ministry of Justice, Ministry of Business, Innovation and Employment (Immigration), New Zealand Customs Service, and the New Zealand Police to use it for the purposes of identity verification and law enforcement under s200 of the Land Transport Act 1998, or for one of the purposes outlined in part 10A of the Privacy Act 1993. Your photo may therefore be disclosed to one of these agencies, for one of these purposes.

Waka Kotahi (and its agents) will hold, store, use, and disclose any personal information collected on this form in accordance with the Land Transport Act and the Privacy Act (parts 10A and 11, in particular, which authorise the disclosure of this information in certain circumstances). Waka Kotahi (and its agents) may also use some of these particulars to provide you with information relating to driver licensing and driving, or to contact you for feedback on our services.

To assist in keeping the Electoral Roll up-to-date, the Electoral Enrolment Centre operates an authorised information matching programme with Waka Kotahi under s263B of the Electoral Act 1993.

To keep the Driver Licence Register up-to-date Waka Kotahi also operates an authorised information matching programme with Births, Deaths and Marriages. Please refer to the Privacy section of our website for more information.

You are entitled to access, and request the correction of, any readily retrievable personal information held about you by Waka Kotahi. You can do so by writing to us at Private Bag 11777, Palmerston North 4442 or by emailing us at info@nzta.govt.nz

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's important you always carry your licence (and any associated court order) with you when you drive.

Warning

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

If you don't supply all relevant information, your application may be delayed or declined.