

IMPORTANT - Please read the notes on the back of this form

Customer type

- | | | |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Limited liability company | <input type="checkbox"/> Incorporated society | <input type="checkbox"/> S.O.E. |
| <input type="checkbox"/> Transport company
(must be limited liability company) | <input type="checkbox"/> Charitable trust | <input type="checkbox"/> Local body |
| <input type="checkbox"/> Statutory board | <input type="checkbox"/> Government body | <input type="checkbox"/> School/Church |
| <input type="checkbox"/> Insurance company | <input type="checkbox"/> Limited partnership
(must be incorporated on the
Companies Register) | <input type="checkbox"/> Sole trader
(must be registered with the Ministry of
Business, Innovation and Employment) |

**Customer name
details**

Name

Trading name (if applicable)

New Zealand Business Number (NZBN) or attach *Certificate of incorporation* (if applicable)

Nature of business (eg transport company, builder, etc)

Contact name

Contact position

Transport service licence number (if applicable, see note 3)

Motor vehicle trader number (if applicable, see note 4)

Phone number

Facsimile number

Email address

**Business address
details**

Physical address (must be supplied and include street/road name)

Suburb

Town

Mailing address (if different from above)

**Applicant's
signature**

I certify that the particulars given are correct
X

Print name

Position in company

**This application together with the appropriate documentation (see the back of this form) can be posted to:
NZ Transport Agency, Palmerston North Office, Private Bag 11777, Palmerston North 4442, sent by facsimile
to 06 953 6267 or scanned and emailed to mr36@nzta.govt.nz**

If you have any further enquiries relating to this application please call 0800 366 988.

MR36 - NOTES

1. General

The particulars specified on the *Application for NZ Transport Agency customer number* will form part of the Motor Vehicle Register. Collection and dissemination of this information is authorised by Part 17 of the Land Transport Act 1998. Corresponding information held on other parts of the Land Transport Register may be amended.

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

The Privacy Act 1993 provides rights of access to, and correction of, any readily retrievable personal information held about you. 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.

2. Use of customer number

Customer numbers are issued to recognised organisations to use as identification for Motor Registration purposes.

3. Transport service licence

Transport service licences are issued to operators of Goods, Passenger, Vehicle Recovery and Rental Vehicle services. If you are a transport company and have a transport service licence number, please provide this with your application. If you require further information on transport service licences please call 0800 822 422.

4. Motor vehicle trader number

Motor vehicle trader numbers are issued by the Ministry of Business, Innovation and Employment (MBIE - formerly the Ministry of Economic Development) and can be viewed on the Companies Office Motor Vehicle Traders Register. If you are selling motor vehicles and have a motor vehicle trader number, please include this with your application. If you require further information in relation to motor vehicle trader numbers please contact the MBIE.

5. Different branches

When a customer number is used as identification all vehicles will be linked under the one identity. If you have several branches operating from several different addresses and want vehicles separated under each branch you will need to apply for a customer number for each branch.

6. Customer types

Applications from the following customer types must be supported by a letter of request on letterhead:

- Statutory board (eg, New Zealand Wool Board).
- Government body (eg, Department for Courts).
- State Owned Enterprise (S.O.E).
- Local body (eg, District Council).
- School.
- Church or Religious organisation.

7. Companies register and *Certificate of incorporation*

Limited Liability Companies, Charitable Trusts, Limited Partnerships and Incorporated Societies must be incorporated on the Companies Register, and must provide their NZBN or *Certificate of incorporation*.

8. Not eligible

Please note the following customers are not eligible for customer numbers:

- Family trusts.
- Partnerships which are not incorporated.
- Friendly societies.
- Sole traders who do not have a current registration with the Ministry of Business, Innovation and Employment.
- Trusts which are not incorporated.