

Motor Vehicle Registry Information Bulletin

CPV01 - Operator Accreditation Commercial Passenger Vehicle

Introduction

If you propose to operate a commercial passenger vehicle (CPV) within the Northern Territory (NT), you must be accredited before operating the CPV.

CPV categories are:

- Taxi *
- Minibus
- Private Hire Car
- Limousine
- Motor Omnibus
- Tourist Vehicle
- Special Function Vehicle
- Courtesy vehicle
- Special Passenger Vehicle

* Includes Multiple Purpose Taxi, Substitute Taxi and Multiple Purpose Substitute Taxi.

To operate a CPV means to drive a vehicle, or use a vehicle (or engage another to), to carry passengers for hire or reward, other than only as an employee or volunteer.

What is required for Accreditation

A person found to be of good repute and in all other aspects "fit and proper" to be responsible for the operation of a CPV, and able to meet required passenger and public safety standards, may be granted Accreditation on application.

In the case of a business trading name, a body corporate or an incorporated association, official documentation is required with the application to identify all the partners, or all the directors and managers, or Chair/ Public Officer, Secretary and Treasurer - who all must be individually assessed for the accreditation. A body corporate must be authorised by its constitution, objects, purposes or rules to carry on the business associated with the accreditation.

Accreditation is not allowed where any individual or any of the office bearers of a body corporate being assessed is: bankrupt or is in the process of bankruptcy, has been convicted of a disqualifying offence (see [Information Bulletin CPV02 – Disqualifying Offences](#)) or is otherwise considered not fit and proper to hold accreditation by the Director of Commercial Passenger (Road) Transport (the Director).

Accreditation is effective for 5 years, unless sooner cancelled or suspended under the *Commercial Passenger (Road) Transport Act*, but may be renewed upon application and payment of the prescribed fee. Accreditation is not transferable.

Accreditation is subject to prescribed conditions, such as requirements to remain fit and proper and charge-free of any disqualifying offence, and notifying the Director if so charged.

What is “fit and proper?”

In assessing an application for accreditation, the Director must be satisfied that any person associated with the application is a fit and proper person. The Director will consider all relevant recorded offences, complaints regarding any previous operations, and any other matters which might have a bearing on the operator’s capacity to meet the required standards of safety of passengers and the public.

When lodging an application for accreditation, the applicant/s must provide a current NT Police criminal history check and a current insolvency check at that time.

[Applications for criminal history release](#) must be made directly to the Northern Territory Police by the applicant with the results being forwarded to the applicant. Criminal history release information is valid for 6 weeks from the date of release by the NT Police for the purpose of the accreditation application.

For further information, refer to [MVR Information Bulletin “L26 – Guidelines for Obtaining Criminal and Traffic Offence History”](#).

If you have a criminal conviction, please also see [MVR Information Bulletin “CPV02 – Disqualifying Offences”](#).

Applications for a personal insolvency check must be made directly to an Index Service Agent, who acts on behalf of the Insolvency and Trustee Service Australia (ITSA), by the applicant with the results being forwarded to the applicant. Insolvency information is valid for 6 weeks from the date of release by ITSA for the purpose of the accreditation application. Contact details for Index Search Agents can be found at <http://www.itsa.gov.au/dir228/itsaweb.nsf/docindex/Creditors-%3ENPII-%3ENPII>

Applying for Accreditation

You may lodge an application for Accreditation by:

- Completing [MVR Form CPVF01– Application for Accreditation](#) (attached to this bulletin).
- Providing your original national police criminal history check supplied by NT Police, dated within 6 weeks of date application lodged. The application form for Criminal History Check is available from <http://www.pfes.nt.gov.au/documents/File/police/frontcounter/crimhist/PF095-CriminalHistoryCheck-Application.pdf>
- Providing your original insolvency report supplied by an Index Search Agent, dated within 6 weeks of date application lodged. Further information can be found at www.itsa.gov.au under ‘Bankruptcy Searches.’
- Lodging completed application form ([CPVF01](#)) and all supporting documentation at your nearest MVR office.
- Paying the prescribed accreditation fee of \$100

Important Note:

- 1) Only complete applications will be accepted (ie all documentation to be provided upon payment of prescribed fee).
- 2) National police criminal history checks supplied by an interstate Police Department may be acceptable in extenuating circumstances.

How long will this process take?

You must allow 10 working days for processing of your application.

Once your accreditation has been approved

Accreditation is the first of three mandatory requirements that must be met before operating a CPV in the Northern Territory (NT). The two further requirements are as follows:

- Commercial Vehicle Licence (CVL)
An operator must hold a current CVL for the vehicle. In assessing CVL applications, consideration is given to the proposed mode of operation and the proposed vehicle(s) type(s) to be used before a CVL is granted; and
- CPV Endorsement
When a vehicle is approved by the Director of Commercial Passenger (Road) Transport as a CPV, the vehicle can be endorsed on the CVL.

Note:

- 1) To endorse the vehicle on the CVL, the vehicle must be registered in the NT. The registered owner is required to meet routine inspection and registration requirements of the Motor Vehicle Registry (MVR).
- 2) The registered owner of the vehicle and the holder of the CVL must be in the same name for taxis, minibuses, private hire cars, limousines, courtesy vehicles and special function vehicles.

If you hold Interstate Accreditation

Any person who proposes to operate a vehicle for hire or reward in the Northern Territory must be accredited in the NT in accordance with Part 3 of the *Commercial Passenger (Road) Transport Act*.

The provisions of the *Commercial Passenger (Road) Transport Act* mandate that a vehicle endorsed against a Commercial Vehicle Licence (CVL) in the NT must be also registered in the NT.

If you hold an interstate CVL, consideration will be given to an application for exemption from a CVL in the NT intended for similar operations as approved under the interstate CVL. Conditions will apply.

Important Notice for all applicants

This Information Bulletin is a guide only and contains general information and requirements in relation to the operation of Commercial Passenger Vehicles within the Northern Territory.

This document should not be used as a reference to a point of law.

Contact Details	
Motor Vehicle Registry	
Telephone	1300 654 628
Facsimile	(08) 8999 3103
Email	mvr@nt.gov.au
Web	www.mvr.nt.gov.au
Postal Address	GPO Box 530 Darwin NT 0801