

# VICTORIAN CLUB PERMIT SCHEME

The Club Permit Scheme (CPS) is a log book based permit scheme that allows motoring enthusiasts to enjoy limited road use of historic vehicles which comply with relevant standards.

## How do I put a vehicle on the Club Permit Scheme in Victoria?

With changes to the CPS and many members wanting to put their vehicles onto Club plates, these are the steps you need to follow:

- 1 Make sure your membership of BOCA is current:**  
To have a vehicle on the CPS through the Club, you must be a current financial member of the Bristol Owners' Club of Australia (BOCA) and continue to remain a financial member of BOCA to enable annual renewal of your Club Permit.
- 2 Check that your vehicle is eligible:**  
To be eligible for the CPS, your vehicle must be older than 25 years before the date of the application for a Club Permit.
- 3 Obtain a Roadworthy Certificate:**  
All vehicles being brought onto the CPS are required to obtain a Roadworthy Certificate as a prerequisite to placing your vehicle on Club plates. Contact David Franzke (contact details below) for a recommendation. A list of licensed roadworthy vehicle testers is also available on the VicRoads' website:  
<https://www.vicroads.vic.gov.au/registration/roadworthiness/ltproviders>
- 4 Take dated photographs of your vehicle:**  
Photographs of your vehicle are required to be kept by the Club for their records. The photographs must include images of the front of the vehicle, the driver's side, rear, driving position (side on with the driver's door open) and engine bay, and any identifiers such as chassis number and engine number.
- 5 Complete a Club Permit Application Form:**  
This form is available from your nearest VicRoads office or can be downloaded from the VicRoads website:  
<https://www.vicroads.vic.gov.au/registration/limited-use-permits/club-permit-scheme/get-a-club-permit>
- 6 Send the Roadworthy Certificate, the Club Permit Application form and a vehicle Eligibility and Standards Declaration for Club Permit Vehicles form to the Club for signing:**  
The Club is required to sign the Club Permit Application form as well as complete a Vehicle Eligibility and Standards Declaration form declaring that the vehicle is safe for use on the road, meets relevant vehicle standards requirements and is eligible for acceptance onto the CPS. Forms should be sent to BOCA's Victorian Permit Officer, David Franzke, Unit 1, 50 Shady Grove, Nunawading Vic 3131. Please include a stamp self-addressed envelope with your application.
- 7 Present your signed forms to VicRoads to obtain your Permit:**  
Once you have received your signed forms back from the Club's Permit Officer, take the original copies of the forms to VicRoads to obtain your Club Permit.
- 8** Please advise the Permit Officer of your Permit Number and expiry date once they have been issued by VicRoads.

If you have any further enquiries, please contact David Franzke on 9877 5858 or 0459 405931 or email: [jfranzke@bigpond.com](mailto:jfranzke@bigpond.com)