

1. Club Permit Scheme (CPS) New Vehicle Application Process

New registrations applicant to contact CPS officer and make appointment.

1. Applicant must be a Beechworth Old Cranks Motor Club member
2. Applicant must have a Current Victorian Roadworthy Certificate
3. Applicant must fill out all of **\***Club Permit Application**\*** forms. Then CPS officer to sign and date *Club membership Certification on back of form*
4. Person must Fill out Vehicle details on the **\*** Vehicle eligibility and standards declaration for club permit vehicle**\*** *form*

 CPS officer then to sign and date.*Declaration* of vehicle Eligibility *form*

1. Applicant to take signed forms to Vic roads for Club plate registration
2. After getting CPS registration which includes Club Plates, Log Book and Registration window sticker. Member to attach Club Plates to vehicle and registration sticker to the car windscreen.
3. Photos to be taken By CPS Officer for Vic Roads data base.

Vehicle Photos to be taken by CPS Officer within 14 days of registration.

(1) Front on view of car showing club plate affixed.

(2) Rear view of car showing club plate affixed.

(3) Registration sticker affixed to Windscreen.

(4) Engine Bay and engine number if possible.

(5) Car instrument panel from driving position

1. Member to complete *Club Permit-Vehicle Safety Declaration* *form*

Completed form to be returned to C.P.S officer within 14 days after registration for Club and Vic Roads records.

2. Club Permits Scheme (CPS) Annual Renewal of Vehicle

 Registration.

Forms are signed off after Club meeting (last Wednesday of the month)

1. Applicant to date and complete a *Club Permit-Vehicle Safety Declaration* Form
2. Vehicle Renewal registration form to be dated and signed by CPS officer.

 **\**Find Vic Roads application forms\****

In Web Browser Type in, *Vic Roads club permit forms*