

CPVF29 - Substitute taxi and minibus record book

Commercial Passenger Vehicles

Vehicle registration:

1. Information

This record book is to be filled out when the substitute vehicle, the registration of which appears on the front cover, is being used in place of a primary taxi or minibus.

It is the responsibility of the person whose name appears on the substitute commercial vehicle licence, to ensure the safe keeping of this book and it is their responsibility to ensure the records are kept up to date.

Failure to keep this book in the substitute vehicle or failure to ensure the records are kept up to date may result in penalties ranging from fines to cancellation of the substitute commercial vehicle licence.

This record book must be presented to a Transport or Compliance Inspector upon request.

For additional information on the use of substitute vehicles, refer to Information Bulletins

- CPV14 - Substitute taxi licence; or
- CPV47 – Substitute minibus licence

Information Bulletins are available on the Department website www.nt.gov.au/driving

Contact details - Commercial Passenger Vehicle Office

Phone: 08 8924 7580



Email: cpv.compliance@nt.gov.au

Web: nt.gov.au/transport-subsidies

Postal: GPO Box 2520, Darwin NT 0801

Visit: Level 2, Energy House, 18-20 Cavenagh Street Darwin, NT 0800

2. Example

Start date	Time start	End date	Time end	Registration	Name of substitute vehicle operator or agent authorising substitution	Signature of substitute vehicle operator or agent authorising substitution	Reason for substitution	CPV USE ONLY
01/07/2021	0900	01/07/2021	1500	TAXI123	John Citizen		Mechanical service	
07/08/2021	7AM	14/08/2021	9AM	MB123	John Citizen		Accidental damage repair	

Start date – the date the substitute taxi or minibus started operating in place of the primary vehicle

Time start – the time the substitute taxi or minibus started operating in place of the primary vehicle

Date end – the date the substitute taxi or minibus ceased operating in place of the primary vehicle

Time end – the time the substitute taxi or minibus ceased operating in place of the primary vehicle

Registration – registration plate of the taxi or minibus that is being substituted

Name of substitute vehicle operator or agent authorising substitution – Clearly print the name of the operator whose name appears on the substitute commercial vehicle licence or the name of the authorised agent

Signature of substitute vehicle operator or agent authorising substitution – the signature of the operator whose name appears on the substitute commercial vehicle licence or the signature of the authorised agent

Reason for substitution - Insert the reason why the substitute vehicle is being used, i.e. why is the primary taxi or minibus not being used. Proof supporting the substitution reason may be required to be supplied.

CPV use only – used by Compliance Inspectors for auditing purposes

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