

Commercial Passenger Vehicles Information Bulletin – CPV05

How to obtain a licence to drive a commercial passenger vehicle ('h' endorsement)

What is a 'h' endorsement

The 'h' endorsement on a Northern Territory (NT) driver licence means that the holder is licenced to drive a commercial passenger vehicle (CPV) to convey passengers for hire or reward.

Who needs a 'h' endorsement

The 'h' endorsement is required for all drivers of a CPV.

The endorsement is also a prerequisite for those seeking to obtain a CPV driver identity card (CPV ID card) issued under the *Commercial Passenger (Road) Transport Act 1991*. For further information on CPV ID cards, refer to Information Bulletin [CPV18 – Commercial Passenger Vehicle Driver Identification Card Requirements](#).

Eligibility requirements

To be eligible to apply for the 'h' endorsement, you must:

- Be at least 18 years and six months of age;
- Hold a current NT open driver licence for the vehicle classification you intend to drive– e.g. C class for cars or LR for vehicles 4.5 to 8 tonne (refer to the Motor Vehicles Regulations 1977 for licence types). Note: a holder of a learner or provisional licence, or a licence subject to an alcohol ignition lock condition, is not eligible to apply for a 'h' endorsement;
- Have held a driver licence (excluding a learner licence) in the last three years (includes Australian or overseas issued driver licence) for at least a 12 month period;
- Provide a National Police Certificate (NPC) issued by the Screening Assessment for Employment - Northern Territory (SAFE NT), dated within three months;
- Provide a medical assessment of fitness to drive ([L2 form](#)) completed by a medical practitioner, dated within six months;
- Be able to read and write in the English language to the satisfaction of the Registrar of Motor Vehicles;
- Pass the 'Hire and Reward' knowledge theory test administered by the Motor Vehicle Registry (MVR); and
- Be a citizen or permanent resident of Australia, or hold a current Visa which allows you to work in Australia. If you hold a tourist visa you are not authorised to work in Australia and will not be eligible to hold a 'h' endorsement.

How do I apply for a ‘h’ endorsement

Ridesharing drivers – Apply online at www.nt.gov.au/ridesharing.

All other CPV categories – Complete the application form [CPVF05 – Application/Renewal for licence to drive a commercial passenger vehicle \('h' endorsement\)](#), and submit in person to your nearest MVR office along with all original documentation (as listed above in the eligibility requirements section).

Important Notes: Incomplete applications will not be accepted. Successful applicants will receive a new NT driver licence endorsed with a ‘h’ – as these licences are printed at a secure location, it can take up to 28 days before you receive your new licence in the mail. You can start driving a CPV using your current NT driver licence and the receipt for the ‘h’ endorsement while waiting for your new licence to arrive.

National police certificate

Before approving an application for a ‘h’ endorsement, the Registrar of Motor Vehicles must be satisfied the applicant is fit and proper. Fit and proper assessments include reviewing NPC records, traffic offence history, records of complaints and any other matter considered relevant in determining a person’s character.

Applications for the NPC must be made directly to SAFE NT by the applicant. NPC’s may take up to eight weeks to be provided therefore it is advisable to apply as soon as possible to avoid delays.

You can apply for a NPC online at www.forms.pfes.nt.gov.au/safent or at your nearest NT Police Station. You may elect to have SAFE NT email your results direct to the Department (for online applications only). A priority service is available by personally attending the SAFE NT office in Darwin (additional fees will apply).

NPC’s are valid for three months from the date of issue. Any certificates older than three months will not be accepted.

If there are disclosable outcomes on your NPC, a fit and proper assessment will be conducted by the CPV Office. You should allow 10 working days for the initial assessment process.

For further information please see Information Bulletin [CPV03 – Fit and Proper Assessments and Disqualifying Offences for the Commercial Passenger Vehicle Industry](#).

Important Note: Copies of NPCs will not be accepted unless they have been certified by a Justice of the Peace or a Police Officer.

Medical Assessment

You are required to provide a medical assessment to determine your fitness to drive a CPV. This assessment may be carried out by a medical practitioner of your choice, and is at your own expense.

The medical assessment is based on national Assessing Fitness to Drive guidelines. Your completed assessment is valid for six months from the date of issue.

Further information and the L2 medical assessment of fitness to drive form can be found at www.nt.gov.au/driving/licences.

Theory Test

New applicants are required to pass the 'Hire and Reward' knowledge test. Please note that evidence of identity (e.g. driver licence) will be required when taking the test.

The theory test may be attempted up to one hour before closing time at all NT MVR offices. Bookings are not necessary to sit the test, however a fee applies for each attempt of the test, whether you pass or fail. If applying as a ridesharing driver, the theory test is available on-line through the application process.

Before attempting the theory test you may take an online [practice test](#) located on the MVR website.

Please note that if your 'h' endorsement has been expired for over 12 months you will need to re-sit and pass the theory test.

The 'Hire and Reward' knowledge test is based on information contained within the below Acts, Regulations, CPV Information Bulletins as well as general road rules:

- *Commercial Passenger (Road) Transport Act 1991*
- Commercial Passenger Minibus Regulations 1998
- Commercial Passenger (Miscellaneous) Regulations 1992
- Motor Vehicle (Hire Car) Regulations 1985
- Passenger Bus Regulations 1992
- Special Function Vehicle Regulations 2003
- [NT Road Users Handbook](#)
- *Motor Vehicles Act 1949*
- Limousine Regulations 2003
- Tourist Vehicle Regulations 1992
- Taxis Regulations 1992
- Ridesharing Regulations 2017
- [Driver Codes of Conduct \(CPV32\)](#)

The above information is available on-line at www.legislation.nt.gov.au. Information Bulletins and forms can be found on-line at www.nt.gov.au/cpv.

Current penalty unit amounts can be accessed on the Department of Treasury and Finance website www.treasury.nt.gov.au.

If you hold an interstate 'h' endorsement equivalent

An interstate licenced CPV driver who is not a resident of the NT, but is a visitor to the NT, may drive a CPV in the NT for up to three months provided:

- the motor vehicle is one which the person is permitted to drive by the interstate licence and CPV driver authority; and
- the driver only drives a CPV that can be driven without holding a CPV ID Card, i.e. can only drive a motor omnibus, tourist vehicle, special passenger vehicle (excluding rideshare) and special function vehicle.

A person ceases to be a visitor to the NT and becomes a resident of the NT when that person:

- has resided in the NT for a continuous period of three months; or
- is issued a NT driver licence; or
- is issued with NT vehicle registration.

Drivers who remain in the NT for longer than three months without transferring their interstate licence to the NT are deemed to be unlicensed.

Recognition of an interstate authority to drive a commercial vehicle

Applicants wishing to obtain recognition of their current interstate authority to drive a CPV:

- will be required to provide a current SAFE NT National Police Certificate;
- will be required to complete the [CPVF19 - Request for Driver Authority Details – Mutual Recognition Application](#). The completed form will be sent to the relevant jurisdiction by MVR staff;
- may not be required to undertake the hire and reward knowledge theory test; and
- may be exempt from the requirement to provide a medical assessment, provided the last medical assessment conducted was in accordance with the current nationally agreed guidelines for assessing fitness to drive, and the period of validity does not exceed five years. Where doubt exists, a fresh medical assessment report will be required.

Only interstate CPV driver authorities that are equivalent to the NT 'h' endorsement can be recognised. Generally, the only equivalent interstate driver authority is for a public bus (motor omnibus).

An NT driver licence with a 'h' endorsement may be issued provided the above requirements are assessed as satisfactory. The 'h' endorsement may be issued for a maximum period of five years, or a lesser period to align with your next medical or fit and proper review.

Renewal of 'h' endorsements

The 'h' endorsement is valid for five years or a lesser period as determined by the Registrar of Motor Vehicles. To keep your 'h' endorsement current, you must compete and submit form CPVF05, along with a new medical assessment and NPC prior to expiry.

As a courtesy, renewal notices are sent out prior to the expiry date of your 'h' endorsement, however it is the responsibility for each 'h' endorsed driver to ensure their licence is current when driving.

As NPCs can take several weeks to be issued, you are encouraged to apply for these checks about eight weeks before the expiry date of your 'h' endorsement to ensure you have the necessary supporting documents available for renewal. Please note that your 'h' endorsement expiry can differ from your driver licence expiry.

If you do not provide a fresh SAFE NT NPC by the 'h' endorsement expiry date, your 'h' endorsement will expire and will be removed from your NT driver licence. You may re-apply at any time, provided all pre-requisites have been met.

If your 'h' endorsement has expired for more than 12 months you must re-sit the theory test in addition to meeting all other requirements of a new application.

Working while on a visa

If you are not a citizen or permanent resident of Australia you may still be eligible to hold a 'h' endorsement providing you hold a current Visa that allows you to work in Australia. If you hold a Tourist Visa you will not be eligible to hold a 'h' endorsement.

Conditional 'h' endorsements

Conditions may be applied to 'h' endorsements. Examples of conditions may include undergoing annual reviews of your criminal, traffic and general compliance history or for scheduled medical assessments.

Important Note: Your endorsement may not be renewed or may be suspended or cancelled if you do not comply with the applied conditions. It is your responsibility to ensure you meet all conditions, such as providing relevant documents by the due date.

Cancellations or suspensions

If your NT driver licence is suspended or cancelled by the Court or Registrar of Motor Vehicles, you are no longer entitled to hold your 'h' endorsement and cannot drive a CPV for hire or reward. A suspension or cancellation of a 'h' endorsement also applies equivalently to a CPV identity card (if held).

You may be required to reapply for your 'h' endorsement once you regain your NT driver licence. This may require you to satisfy all requirements of a new application, including undergoing a new fit and proper assessment.

General information

Commercial Passenger Vehicle Information

Information Bulletins and Forms: www.nt.gov.au/driving/industry/

Legislation: www.legislation.nt.gov.au

Motor Vehicle Registry Information www.mvr.nt.gov.au

This Information Bulletin is a guide only and contains general information and requirements in relation to the CPV industry. This document should not be regarded as a strict interpretation of Northern Territory law, but may form part of departmental policy.

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