

How to Obtain an ‘h’ (Hire or Reward) Endorsement

What is an ‘h’ Endorsement?

The ‘h’ endorsement on a Northern Territory driver licence means that the holder is licenced to drive commercial passenger vehicles (CPVs) to convey passengers for hire or reward.

Who needs an ‘h’ Endorsement?

The ‘h’ endorsement is required for all drivers of all CPVs.

The endorsement is also a prerequisite for those seeking to obtain a CPV Driver Identification Card (CPV ID Card). For further information, 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 (not provisional) driver licence for the vehicle classification you intend to drive – e.g. C class for cars or LR for vehicles under 8 tonne or equipped to seat more than 12 adults (refer to the Motor Vehicles Regulations for licence types).
- Provide a current National Police Certificate supplied by SAFE NT.
- Provide a current medical assessment supplied by a medical practitioner.
- Be able to read and write in the English language.
- Pass the Hire and Reward Knowledge theory test.
- Be a citizen / 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.

How do I apply for an ‘h’ Endorsement?

Ridesharing Drivers

If applying to become a ridesharing driver, the on-line application form must be completed. This new on-line system has been implemented to streamline the application process and reduce the requirement to attend a Motor Vehicle Registry (MVR) office. This is being trialled initially with ridesharing transport services and further on-line forms and transactions will be rolled out in due course.

You can apply online at www.nt.gov.au/ridesharing.

All Other CPV Categories

Complete and sign the application form ([CPVF05](#)), ensuring that you have all original documentation (as listed above in the Eligibility Requirements section), then submit it to your nearest MVR office.

Important Note: Incomplete applications will not be accepted.

Criminal History

Before approving an application for the ‘h’ endorsement, the Registrar of Motor Vehicles must be satisfied that the person is fit and proper to hold or continue to hold, a licence to drive a CPV.

Assessment of the fit and proper requirements is based on, but not limited to, disclosable items listed on the National Police Certificate, together with a traffic history check, records of complaints history and previous compliance history.

Applications for the National Police Certificate must be made directly to SAFE NT by the applicant. National Police Certificates are valid for three months from the date of release. Any certificates older than three months cannot be accepted.

National Police Certificates may take up to eight weeks to be provided therefore it is advisable to apply as soon as possible to avoid delays. A priority service is available by personally attending the SAFE NT office in Darwin (additional fees will apply). If any disclosable outcomes appear on your National Police Certificate a fit and proper assessment will be conducted by the CPV Branch.

Please see Information Bulletin CPV03 – *Fit and Proper Assessments and Disqualifying Offences for Commercial Passenger Vehicle Industry* for further information.

In general you should allow 10 working days for the assessment to be carried out.

You can apply for a National Police Certificate online at forms.pfes.nt.gov.au/safent/ or at your nearest NT Police Station.

Important Note: Photocopies of a National Police Certificate will not be accepted by MVR unless they have been certified by a Justice of the Peace or a Police Officer.

Medical Examination

You will be required to have a medical assessment to determine your eligibility 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 guidelines. Your assessment results are valid for six months from the date of issue.

Further information and the Medical Assessment of Fitness to Drive form can be found at www.nt.gov.au/driving/licences

Tests – Theory

New applicants are required to pass a screen based Hire and Reward Knowledge test relating to CPV driver requirements in the NT.

Evidence of identity (e.g. driver's licence) will be required prior to taking the test.

The theory test may be attempted up to one hour before closing time at all MVR offices, no bookings are necessary. A fee applies for each attempt of the Hire and Reward Knowledge theory test. If applying as a ridesharing driver, the theory test will be made available on-line through the application process.

Before attempting the theory test you can take an online [practice test](#) located on the MVR website. 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*
- *Commercial Passenger Minibus Regulations*
- *Commercial Passenger (Miscellaneous) Regulations*
- *Motor Vehicle (Hire Car) Regulations*
- *Motor Vehicles Act*
- *Passenger Bus Regulations*
- *Tourist Vehicle Regulations*
- *Taxis Regulations*

- Limousine Regulations
- Special Function Vehicle Regulations
- [NT Road Users Handbook](#)
- Ridesharing Regulations
- Codes of Conduct

The above information is available on-line at legislation.nt.gov.au

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

An interstate licenced CPV driver who is not a resident of the NT, and is temporarily in the NT, may drive a CPV in the NT provided:

- the motor vehicle is one which the person is permitted to drive by the interstate authority; and
- the driver only drives under a CPV category that does not require the driver to carry a CPV ID Card in the NT. Vehicles that do not require a CPV ID Card are Motor Omnibus, Tourist Vehicle and Special Function Vehicle categories.
- A person ceases to be a visitor in the NT and becomes a resident of the NT when that person:
 - has resided in the NT for a period of three months; or
 - is issued an NT driver licence; or
 - is issued an NT vehicle registration.

An interstate licenced CPV driver who becomes a resident of the NT and intends to drive a CPV in the NT is required to transfer his/her interstate driver licence to an NT driver licence. This includes transferring his/her interstate CPV driver licence (i.e. Driver Certificate, Driver Authorisation, Driver Authority).

Interstate drivers who remain in the NT for longer than three months and do not transfer their licence to an NT driver licence are deemed to be unlicensed under NT legislation.

Recognition of an Interstate Authority to Drive a Commercial Vehicle

Applicants with a valid interstate authority to drive a CPV:

- will be required to provide a current National Police Certificate;
- will be required to complete the Request for Driver Authority Details – Mutual Recognition Application form, and the form will need to be sent to the relevant jurisdiction (MVR will assist the applicant with this process);
- will 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.

The NT licence with an 'h' endorsement can be issued provided the above requirements are assessed as satisfactory. The driver licence and 'h' endorsement may be issued for a period not exceeding the expiry of the previous interstate driver licence.

Renewal of 'h' Endorsements

The 'h' endorsement is valid for a maximum of five years. To keep your 'h' endorsement current, you must submit a new medical assessment and a new National Police Certificate every five years or for a lesser period as required.

Routinely, renewal notices are sent out six weeks before the expiry date of your licence. As National Police Certificates may take several weeks to be completed, you are encouraged to arrange for these checks before the expiry date of your licence. You can apply for a National Police Certificate by completing an online application form from SAFE NT.

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 be eligible to hold an '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 an 'h' endorsement.

Conditional 'h' Endorsements

Conditions may be applied to 'h' endorsements. Examples of conditions may include undergoing an annual review of your criminal history or medical assessment.

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

Resources

Listed below are resources that may provide assistance to you.

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.nt.gov.au/driving

General Information

National Police Certificate forms.pfes.nt.gov.au/safent/

Important

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 and In-Service Maintenance Standards.

Contact Details - Commercial Passenger Vehicles	
Telephone:	08 8924 7580
Email:	cpv.admin@nt.gov.au
Web:	www.nt.gov.au/driving
Postal Address:	GPO Box 2520, Darwin NT 0801