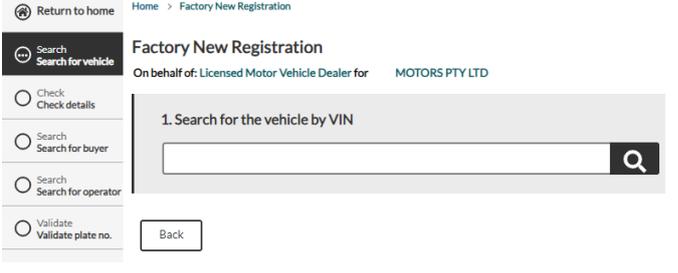
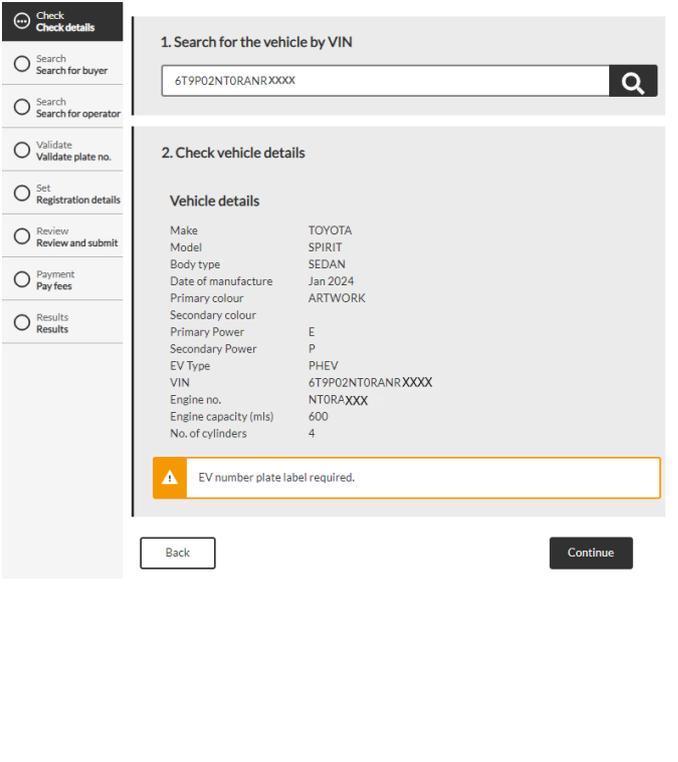


Registration – Factory New Vehicle

Only specific Licence Motor Vehicle Dealerships (LMVD) can register a factory new vehicle.

Factory new vehicles are vehicles which have come straight from the manufacturer and have never been registered.

Factory New Registration	
<p>The Factory New Registration button allows LMVDs to register factory new vehicles prior to it leaving the dealership premises, either to be delivered or drive away.</p>	<p>What would you like to do today?</p> <div data-bbox="810 488 1077 607"><p>Factory New Registration</p></div>
Search for vehicle	
<p>Search vehicle by VIN. A VIN number has 17 characters.</p>	
Check details	
<p>Check the vehicle details are correct before selecting Continue.</p> <p>Important information:</p> <p>Best practice is to verify the VIN of the vehicle prior to sale. As you may have multiple vehicles of the same make, model and colour.</p> <p>Alert! – If registering an electric vehicle, an alert will appear, 'EV number plate label required'.</p> <p>For more information on EV labels, visit: Number plate labels for electric, hybrid and hydrogen vehicles NT.GOV.AU</p>	

Search for buyer

Is the buyer an NT resident?

Select the appropriate answer.

Yes - Buyer is an NT resident

Search the buyer by entering:

- the MVR Customer ID and Surname, or
- the NT Licence number and Surname.

The buyer details will auto-populate if there is an exact match in MVR records.

Confirm the buyer details are correct, then select **Continue**, or select **Edit** options to update details.

Check
 Check details
 Search
 Search for buyer
 Search for operator
 Validate
 Validate plate no.
 Set
 Registration details
 Review
 Review and submit
 Payment
 Pay fees
 Results
 Results

3. Buyer details

Is the buyer an NT resident with an MVR customer ID OR drivers licence number

Yes No

MVR Customer ID OR NT Licence no. AND First 10 letters of last name

OR AND

3. Buyer details

Is the buyer an NT resident with an MVR customer ID OR drivers licence number

Yes No

MVR Customer ID OR NT Licence no. AND First 10 letters of last name

OR AND

4. Confirm buyer details are correct

First name JOHN
Surname SMITH
Email address

Residential address

1 GOVE BLV
WALLABY BEACH NHL
NT
0880

Postal address

PO BOX XX
NHULUNBUY
NT
0880

i Have you confirmed the address details are correct? Yes No

Have you asked permission to check these details? Yes No

No - Buyer is not an NT resident

Enter the buyer details in manually.

All fields with a red * are mandatory.

3. Buyer details

Is the buyer an NT resident with an MVR customer ID OR drivers licence number
 Yes No

Enter buyer details manually

Association type
 SOLE OWNER

First Buyer

First name Surname or business name*

ACN

Date of birth*

Licence number State

Start typing your address

UNIT Street no.

Street name* Type

Town/suburb*

State* Postcode*

Postal address same as residential*
 Yes No

Back

Submit

Search for operator – only mandatory for heavy vehicles

Heavy vehicles over 4.5 tonne require a nominated operator.

Light vehicles under 4.5 tonne do not require a nominated operator. This option is voluntary for light vehicles.

Read more about [Nominate an operator | NT.GOV.AU](#)

If the operator is the same as the registered owner, you can select **Yes**, and the required fields will auto-populate.

Check the details and select **Continue**.

- Check details
- Search for buyer
- Search for operator**
- Validate plate no.
- Set registration details
- Review and submit
- Payment fees

5. Nominated operator

Is the nominated operator required?
 Yes No

Is the nominated operator the same as the registered owner?
 Yes No

Back Continue

If the operator is not the same as the registered owner, you will need to search for the operator via:

- MVR Customer ID and Surname, or
- NT Licence No. and Surname

Check details
 Search for buyer
 Search for operator
 Validate plate no.
 Set registration details
 Review and submit
 Payment fees
 Results

5. Nominated operator

Is the nominated operator required?
 Yes No

Is the nominated operator the same as the registered owner?
 Yes No

6. Confirm nominated operator details are correct

First name JOHN
 Surname SMITH
 Date of birth
 Email address

Postal address

Start typing your address (Post box addresses will not be included in address search results)

Search Address

UNIT Street no.

Street name* Type

Town/suburb*

State* Postcode*

Garaging address

Start typing your address

Search Address

UNIT Street no.

Street name* Type

Town/suburb*

State* Postcode*

Check details
 Search for buyer
 Search for operator
 Validate plate no.
 Set registration details
 Review and submit
 Payment fees
 Results

5. Nominated operator

Is the nominated operator required?
 Yes No

Is the nominated operator the same as the registered owner?
 Yes No

Search for nominated operator

MVR Customer ID OR NT Licence no. AND First 10 letters of last name

OR AND

Validate plate no.

Enter the new number plate and select search.
Check plate number is valid, then select **Continue**.

- Check details
- Search Search for buyer
- Search Search for operator
- Validate Validate plate no.**
- Set Registration details
- Review Review and submit
- Payment Pay fees

7. Plate number

Enter new/existing number plate

i Rego number is valid. Click continue to select this plate

Registration details

Enter or select the applicable fields:

- Registration period
- Is the vehicle hire/rental?
- Registration type:



- CTP insurance
- NHV configuration – only required for heavy vehicles (over 4.5 tonne)
- Sale price \$
- Concession car numbers – if applicable
- Stamp duty exemption – only applicable if transferring vehicle to LMVD
- Concession details – if applicable

Check all information is correct, then select **Continue**.

- Check details
- Search Search for buyer
- Search Search for operator
- Validate Validate plate no.
- Set Registration details**
- Review Review and submit
- Payment Pay fees
- Results Results

8. Enter registration details

Choose registration period

1 month
 3 months
 6 months
 12 months

Is this a hire/rental vehicle you are driving yourself?

Yes
 No

Registration type

CTP insurance class

9. Select heavy vehicle configuration

No NHV Configuration

10. Sales and concessions

Sale price OR Market value

Concessions

Claim Motor/Trader Stamp Duty Exemption

NT Concession Scheme

Enter NT seniors card number

Review and submit

Review all details are correct.

Signature/s can be obtained through two (2) options:

- 1. Using the computer mouse to sign the screen.
- 2. Upload a R11 Apply to register a vehicle in the NT form

Screen signing: This is a legal document and the buyer needs to be present when signing before selecting **Submit**.

- Check details
- Search for buyer
- Search for operator
- Validate plate no.
- Set registration details
- Review and submit**
- Payment Pay fees
- Results

11. Review details

Vehicle details

Make	TOYOTA
Model	SPIRIT
Date of manufacture	Jan 2024
VIN	6T9P02NT0RANRXXXX
Engine no.	NT0RA.XXX
Heavy vehicle configuration	

 EV number plate label required.

New registration details

Rego number	CC0099
Rego type	CAR
Driving this yourself	No
Insurance class	PRIV MOTOR VEH AND DERIVATIVE
Start date	17/01/2024
Expiry date	16/01/2025
Inspection due	16/01/2029

Buyer details

Name	JOHN SMITH
Email address	
Postal address	PO BOX XX , NHULUNBUY NT 0880
Residential address	1 GOVE BLV , WALLABY BEACH NHL NT 0880

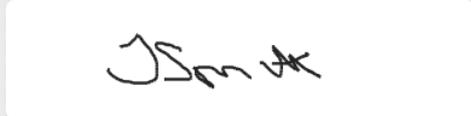
Fees

Registration	\$0.00
CTP contribution*	\$607.25
Administration	\$14.00
Inspection	\$0.00
Plate issue fee	\$45.00
Concession amount	\$0.00
Stamp duty	\$0.00
<hr/>	
Total (inc GST)	\$666.00
GST	\$55.20
<hr/>	
Total amount due	\$666.00

12. Signatures

Signature Upload

JOHN SMITH signature



I declare that I am the owner, or have been given permission by the vehicle's owner to obtain registration for the vehicle identified, and that the details provided are true and correct in every particular.

Back

Proceed to payment

Upload form:

- Select the R11 Download Form
- Print form and complete
- Save the completed and signed form onto your computer
- Select Choose Files and click on your saved file to upload.

Once the R11 form is successfully uploaded, the name of the file will change from – No file chosen to the file name you have uploaded.

Example of successful upload



Tick the box, I have uploaded relevant completed form, then select **Proceed to payment**.

12. Signatures

Signature Upload

If the screen cannot be signed, please complete the following form:

R11 - Download Form

Once completed, upload the form below:

No file chosen

I have uploaded relevant completed form.

Back

Proceed to payment

Pay fees

Choose one (1) option for payment, then select **Pay**.

For **Credit Card** payment, enter the card details, then select **Submit**.

For **BPAY** payment, use the Biller Code and ICRN No. to make payment via bank transfer, then select **View Receipt**.

Important: BPAY payments may take 3-4 business days to transfer. Transactions are finalised when MVR successfully receives payment.

Check details
 Search for buyer
 Search for operator
 Validate plate no.
 Set Registration details
 Review and submit
 Payment Pay fees

To complete payment, please select the appropriate payment method.

Credit Card

BPAY

Back Pay

Card Payment

Payment amount: \$666.00

Card Number:

Month: Year:

CCV:

Back Submit

BPAY Payment

Payment amount: \$666.00

Please use the below detail to make a BPAY payment from your Bank

BPAY Biller Code: 329706

BPAY ICRN No:
Registration Number: CC0099

Back View receipt

Results

Once payment has been received, you will be taken to the Results screen and notified 'Successful payment'.

There are options to obtain a copy of the registration certificate by:

- Email
- Print
- Download, or
- View

Results

 Successful Payment

Would you like to print or view the forms

Type
Ownership Transfer    View

Back to home screen