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How to apply for a vehicle permit online

You can make a vehicle permit application through EPA's Interaction Portal (the portal).

Before you begin, you will need:

- the latest version of Internet Explorer
- [Adobe Reader](#).

You will also need to read and understand these EPA publications:

- [Permit to transport prescribed industrial waste](#) (EPA Publication IWRG811)
- [Vehicle guidance: Non-tanker vehicles/trailers](#) (EPA Publication IWRG814) **OR** -
[Vehicle guidance: Tanker/tanker trailer](#) (EPA Publication IWRG816)

For more information and help using the portal, see the [portal help section on EPA's website](#):
www.epa.vic.gov.au/interaction-portal-help

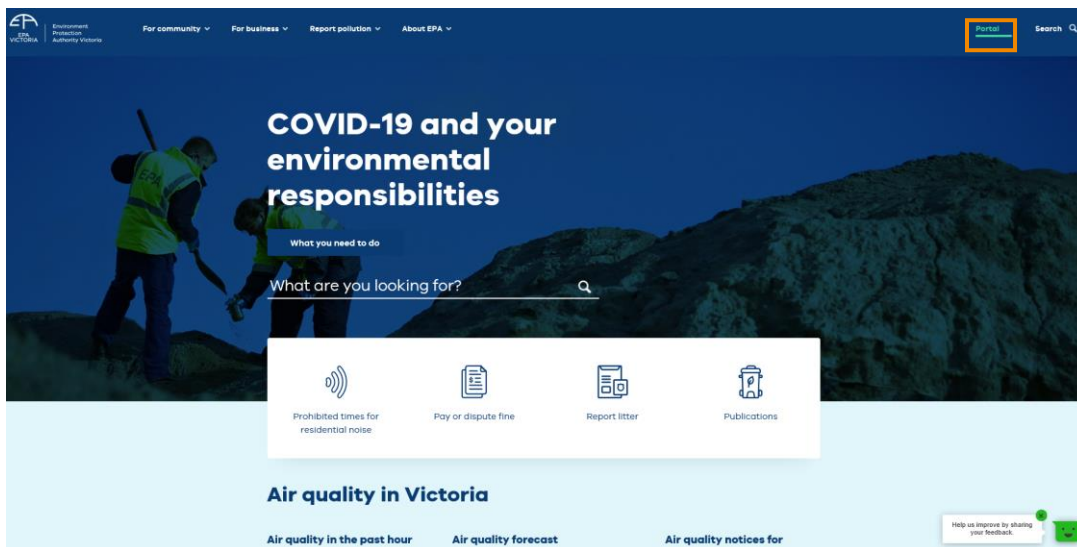
For more information about vehicle permit applications and guidelines, see the [waste transport forms section of the EPA website](#):
www.epa.vic.gov.au/for-business/business-forms-permits-online-tools/waste-transport-forms

How to access, complete and submit a vehicle permit application

1. Find the EPA Interaction Portal

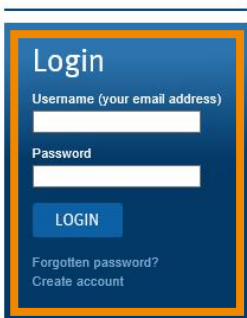
[The portal](#) is on the EPA website. **Use Internet Explorer.**

From the home page at epa.vic.gov.au, click 'Portal' in the top right-hand corner. You can also use <https://portal.epa.vic.gov.au/irj/portal>



2. Log into the portal

You will need to create an account, if you don't already have one. The instructions for creating an account are on the [Portal account management help page](#): www.epa.vic.gov.au/interaction-portal-help/portal-account-management-help



Interact with EPA: apply, report, monitor, search

Whether as an individual or for your business, you can use this Portal as your online point of contact with EPA Victoria. Please check the [portal terms and conditions](#) before creating a new account.

If you have any questions about your account please review the [portal help site](#) or [contact EPA](#).

Landfill licencees, please see [Changes in landfill licencees - Frequently asked questions](#) for further information.

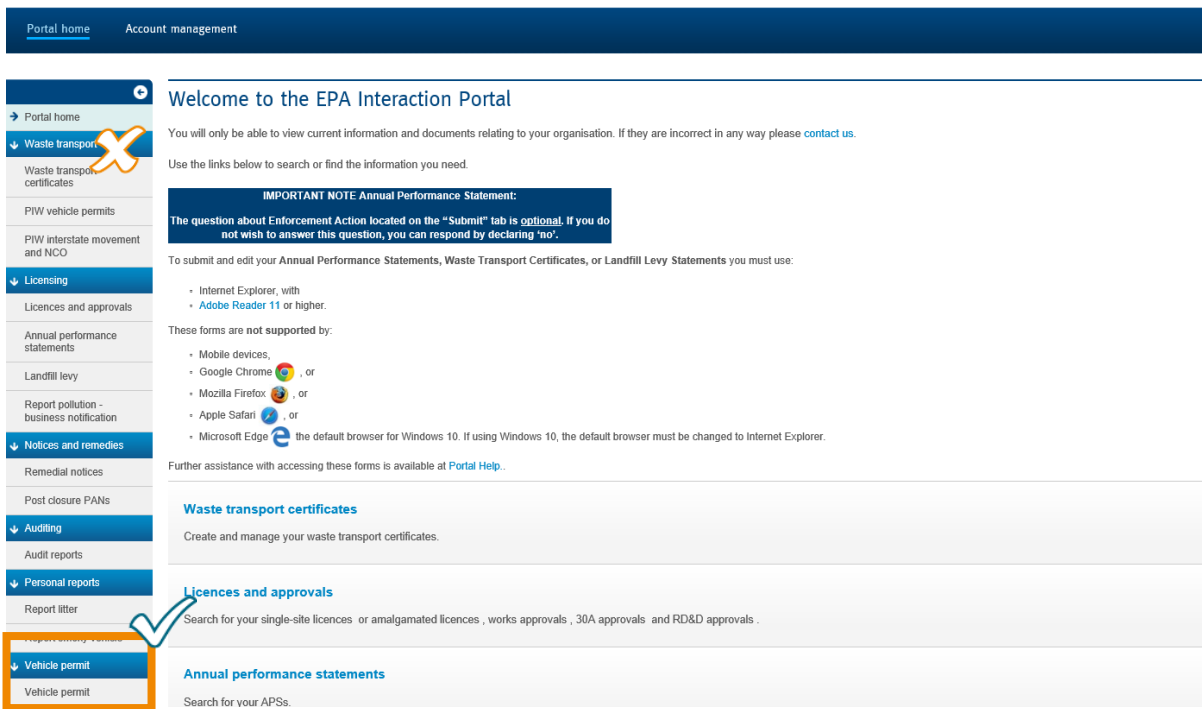
Temporary storage sites, please choose 'Create account' and then 'Register on behalf of a business'.

If you already have a portal account, please call 1300 372 842 to register.

3. Find the vehicle permits section

Once you have logged in, you will see a menu on the left-hand side.

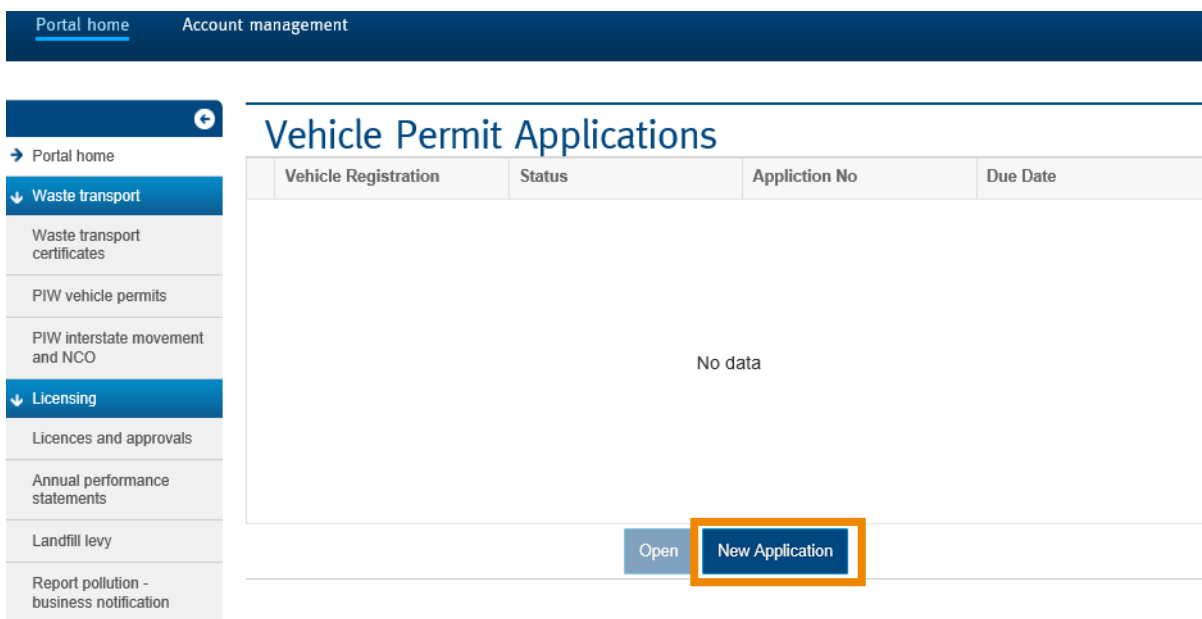
For new vehicle permits, click the bottom section of the menu in the vehicle permit section (not the waste transport section): **'Vehicle Permit'**.



The screenshot shows the EPA Interaction Portal home page. The left-hand navigation menu is visible, with 'Vehicle permit' highlighted in orange. The main content area displays a 'Welcome to the EPA Interaction Portal' message and several sections: 'Waste transport certificates', 'Licences and approvals', and 'Annual performance statements'. A blue box highlights the 'Vehicle permit' option in the menu, and a checkmark is placed next to it.

4. Start a new application

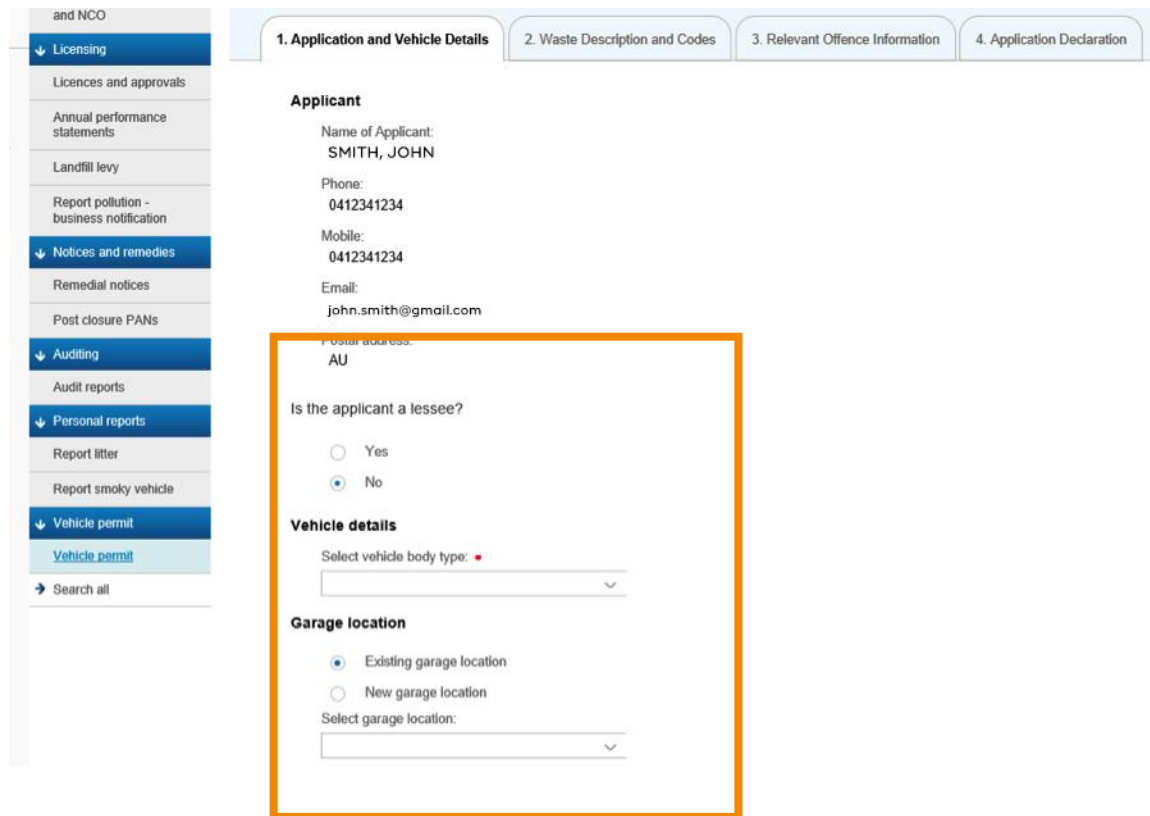
Once in the vehicle permit section, click the 'New Application' button.



The screenshot shows the 'Vehicle Permit Applications' page. The left-hand navigation menu is visible, with 'Vehicle permit' highlighted in orange. The main content area displays a table with columns: 'Vehicle Registration', 'Status', 'Application No', and 'Due Date'. The table is empty, showing 'No data'. At the bottom right, there are two buttons: 'Open' and 'New Application', with 'New Application' highlighted in orange.

5. Enter your details

All fields with a red dot are compulsory and must be completed.



and NCO

- ↓ Licensing
- Licences and approvals
- Annual performance statements
- Landfill levy
- Report pollution - business notification
- ↓ Notices and remedies
- Remedial notices
- Post closure PANs
- ↓ Auditing
- Audit reports
- ↓ Personal reports
- Report litter
- Report smoky vehicle
- ↓ Vehicle permit
- Vehicle permit
- Search all

1. Application and Vehicle Details 2. Waste Description and Codes 3. Relevant Offence Information 4. Application Declaration

Applicant

Name of Applicant:
SMITH, JOHN

Phone:
0412341234

Mobile:
0412341234

Email:
john.smith@gmail.com

Postal address:
AU

Is the applicant a lessee?

Yes

No

Vehicle details

Select vehicle body type: *

Garage location

Existing garage location

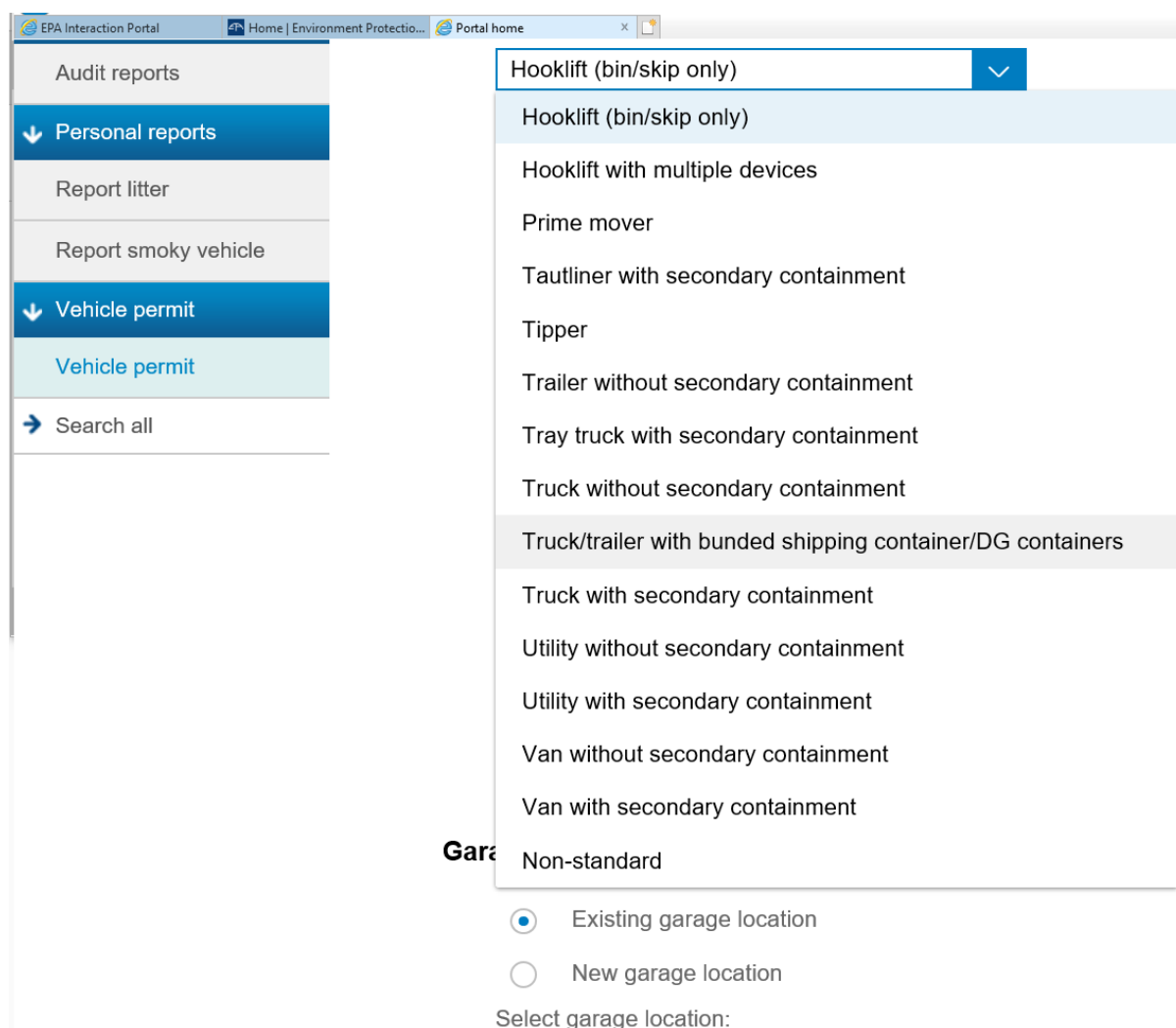
New garage location

Select garage location:

6. Enter the vehicle type

Have you have read and understood the relevant guide (tanker or non-tanker)? This is extremely important because you must nominate the correct vehicle type that matches **all the features and fittings for that vehicle type** in the guide.

The information you provide here determines the waste codes for your vehicle permit. Nominating the wrong vehicle classification can make the waste codes on the vehicle permit invalid. This means you won't be compliant with the *Environment Protection Act 1970*. You could be liable for penalties. This means you could be fined for being non-compliant.



The screenshot shows the EPA Interaction Portal interface. On the left is a navigation menu with options: Audit reports, Personal reports (selected), Report litter, Report smoky vehicle, Vehicle permit (selected), Vehicle permit, and Search all. The main content area displays a dropdown menu for 'Vehicle type' with the following options: Hooklift (bin/skip only), Hooklift with multiple devices, Prime mover, Tautliner with secondary containment, Tipper, Trailer without secondary containment, Tray truck with secondary containment, Truck without secondary containment, Truck/trailer with bunded shipping container/DG containers, Truck with secondary containment, Utility without secondary containment, Utility with secondary containment, Van without secondary containment, Van with secondary containment, and Non-standard. Below the dropdown, there are radio buttons for 'Existing garage location' (selected) and 'New garage location', followed by the text 'Select garage location:'.

7. Add the vehicle registration

The registration must be current. Once you enter a current registration, the make, model and year will fill in automatically. Enter the maximum carrying capacity in **tonnes**. You'll find the capacity on the vehicle's registration certificate.

Vehicle permit

→ Search all

Vehicle details

Select vehicle body type: ●

Non-Tanker ▾

Truck with secondary containment ▾

Registered Victorian Vehicle

Interstate Registered Vehicle or New Vehicle

Please enter the registration number and select 'Check': ●

ABC123

Registration Number:

Make:

Model:

Year:

Maximum Carrying Capacity(Tonnes): ●

8. Enter the garage location

Garage location

Existing garage location

New garage location

Street Number: ●

Street Name: ●

Suburn/Town : ●

Postcode : ●

State ●

Victoria (VIC) ▾

9. Add supporting documentation

The following documents are required:

- Copy of valid, current driver's licence.
- Vehicle registration certificate.
- A letter from the director stating that the applicant is authorised to act on behalf of the company.

These files can be in PDF, .doc, or Jpeg file types. If they are images, they **must be clear and legible**.

To save your draft, click the button on the right 'Save as Draft'. You can now come back to complete it at any time.

Garage location

- Existing garage location
 New garage location

Select garage location:

Attachments

Please attach a copy your driver's licence •

No data



Please attach a copy of the vehicle certificate •

No data



Please attach a copy of a letter from director of the company •

No data



Fields marked with a red dot are mandatory •

Cancel

Save as Draft

10. Choosing the right waste codes

At the top of the page, click the second tab to enter the waste codes you wish the vehicle to be permitted for.

For more information about waste codes, see the EPA guidance document [Waste codes](#) (EPA publication IWRG822).

For vehicle types and the waste codes they can be permitted for, see the EPA vehicle guidance documents [Vehicle guidance: Tanker/tanker trailer](#) (EPA publication IWRG816) and [Vehicle guidance: Non-tanker vehicles/trailers](#) (EPA publication IWRG814)

Application for permit to transport prescribed industrial waste

Read Permit to transport prescribed industrial waste ([EPA Publication IWRG811](#)) and Vehicle guidance: Non-tanker vehicles/trailers ([EPA Publication IWRG814](#)) or Vehicle guidance: Tanker/tanker trailer ([EPA Publication IWRG816](#)) before completing this application.

Application ID: New
Status: Draft

Please fill in all the tabs below

1. Application and Vehicle Details

2. Waste Description and Codes

3. Relevant Offence Information

4. Application Declaration

11. Select the waste codes

This section allows you to select the waste codes for the vehicle to carry. Check the boxes to select/unselect a waste code. You can reset these selections with the button in the top right corner.

Only the waste codes applicable to the vehicle type you have selected will be available on this list.

If the waste code you are looking for is not here, this means the vehicle type is either incorrect, or not suitable for transporting that type of waste.

1. Application and Vehicle Details

2. Waste Description and Codes

3. Relevant Offence Information

4. Application Declaration

Select waste codes suitable for the vehicle body type

Reset

| Select | Waste Code | Description |
|-------------------------------------|------------|--|
| <input checked="" type="checkbox"/> | A100 | Cyanide-containing wastes |
| <input type="checkbox"/> | B100 | Acids in a solid form or acidic solutions with pH value of 4 or less |
| <input type="checkbox"/> | C100 | Alkaline solids or alkaline solutions with pH value of 9 or more, including caustic soda, alkaline cleaners and waste lime |
| <input type="checkbox"/> | D100 | Metal carbonates |
| <input checked="" type="checkbox"/> | D110 | Inorganic fluoride compounds, excluding calcium fluoride |
| <input type="checkbox"/> | D120 | Mercury and mercury compounds |
| <input type="checkbox"/> | D121 | Equipment and articles containing mercury |
| <input type="checkbox"/> | D130 | Arsenic and arsenic compounds |
| <input checked="" type="checkbox"/> | D140 | Chromium compounds (hexavalent and trivalent) |
| <input type="checkbox"/> | D141 | Tannery wastes containing chromium |
| <input type="checkbox"/> | D150 | Cadmium and cadmium compounds |
| <input type="checkbox"/> | D160 | Beryllium and beryllium compounds |
| <input checked="" type="checkbox"/> | D170 | Antimony and antimony compounds |
| <input type="checkbox"/> | D180 | Thallium and thallium compounds |
| <input type="checkbox"/> | D190 | Copper compounds |
| <input checked="" type="checkbox"/> | D200 | Cobalt and cobalt compounds |
| <input type="checkbox"/> | D210 | Nickel compounds |
| <input type="checkbox"/> | D220 | Lead and lead compounds |
| <input checked="" type="checkbox"/> | D230 | Zinc compounds |
| <input type="checkbox"/> | D240 | Selenium and selenium compounds |
| <input type="checkbox"/> | D251 | Waste containing silver from the production, formulation and use of photographic chemicals and processing materials |
| <input type="checkbox"/> | D260 | Barium compounds |

12. Save the waste codes

Once you have selected the waste codes you wish to apply for, click the 'Save as Draft' button in the bottom right-hand corner.



13. Declare any offences

The applicant must declare any 'relevant offences' as defined by the *Environment Protection Act 1970*. This means you must let us know if you have committed any crimes or breaches under the Act, or relevant to your application.

Please fill in all the tabs below

1. Application and Vehicle Details

2. Waste Description and Codes

3. Relevant Offence Information

4. Application Declaration

Relevant offence declaration

Has the vehicle permit applicant been found guilty of a 'relevant offence' (as defined in Section 20C of the Environment Protection Act) in the past 10 years?

- Yes, please attach a statutory declaration from that person to this permit application.
- No

Relevant offences are defined in Section 20C of the EPA Act. They include any indictable offences and certain summary offences. Relevant offences are considered by EPA in determining whether an applicant is a fit and proper person to hold a permit to hold a permit. Please refer to the guideline Permit to transport prescribed industrial waste (EPA Publication IWRG811) for more information.

Corporation relevant offence declaration

Has any director or person concerned in the management of the corporation been found guilty of a 'relevant offence' as defined in Section 20C of the Environment Protection Act in the past 10 years?

- Yes, please attach a statutory declaration to this permit application.
- No

Relevant offences are defined in Section 20C of the EP Act. They include any indictable offences and certain summary offences. Relevant offences are considered by EPA in determining whether persons are fit and proper to be involved in a corporation holding a permit. Please refer to the guideline Permit to transport prescribed industrial waste (EPA Publication IWRG811) for more information.

1. Application and Vehicle Details

2. Waste Description and Codes

3. Relevant Offence Information

4. Application Declaration

Checklist •

- Industrial Waste Resource Guideline IWRG811 (applicable to all vehicle types), IWRG814 (applicable to non-tanker vehicles/trailers) and IWRG816 (applicable to tanker/tanker trailer) read and understood.
- A self-assessment, against the requirements in IWRG814 (applicable to non-tanker vehicles/trailers) or IWRG816 (applicable to tankers/tanker trailers), has been conducted for the vehicle that is the subject of this application and the vehicle meets the relevant requirements to transport the waste code/s selected from the Table 1 list attached below.
- Appropriate insurance policy is maintained for the vehicle as described in EPA Guideline IWRG811.
- I also declare that the vehicle, detailed in the Application and Vehicle Details tab, is fit for the purpose of transporting the prescribed industrial waste specified in the permit and conforms to the relevant vehicle requirements set out in Vehicle guidance: Non-tanker vehicles/trailers (EPA Publication IWRG814) or Vehicle guidance: Tanker/tanker trailer (EPA Publication IWRG816) and Permit to transport prescribed industrial waste (EPA Publication IWRG811).
- I hereby declare that I have made all necessary enquiries and the information provided in this application (including any attachments) is true and correct. I understand that it is an offence to intentionally or negligently provide incorrect or misleading information to the Environment Protection Authority or to conceal information from the Authority.

Fields marked with a red dot are mandatory •

14. Complete the application

You will be asked to confirm that:

- you have read and understood the waste resource and vehicle guidelines
- the vehicles meet the specifications in the guidelines
- the vehicle is fit for purpose and insured
- all information provided is true and correct
- you understand it is an offence to provide misleading information to EPA.

After you have completed all necessary fields, you can lodge the application by clicking the 'Submit' button on the bottom right.



Next steps

Once you've submitted your application you will receive an email confirming:

- that your application has been accepted
- the applicable permit fee
- details for how to make payment for your fee.

You must make the payment for your permit within 7 days of receiving this email, or your application will automatically close.

Permits will be issued within 21 days of payment being made¹.



For languages other than English, please call **131 450**.

Visit epa.vic.gov.au/language-help for next steps.

If you need assistance because of a hearing or speech impairment, please visit relayservice.gov.au

This publication is for general guidance only. You should obtain professional advice if you have any specific concern. EPA Victoria has made every reasonable effort to ensure accuracy at the time of publication.

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EPA acknowledges Victoria's First Nations peoples as the Traditional Owners of the land and water on which we live and work. We pay our respect to their Elders past and present.

¹ Unexpected delays may occur where it is deemed that further information is required to support your application, or there are higher than normal volumes of applications are received as a result of major road infrastructure projects or emergency events.