

Document Title: Application Form for the Recognition of an Out-of-State Certificate of Roadworthiness for a Commercial Vehicle

Purpose of this form

The purpose of this form is to enable the registered owner of an imported second-hand commercial vehicle from another EU Member State exchange an out-of-state certificate of roadworthiness for an Irish Recognition Certificate. You can only make this exchange if your out-of-state certificate of roadworthiness is valid based on the Irish regulations dealing with testing of commercial vehicles.

When can the form be used?

If you are the registered owner of an imported second-hand vehicle and wish to exchange your valid out-of-state certificate for an Irish recognition certificate, you must use this form to apply for the exchange.

Where can I get the form?

You can download the required application form from the RSA website via CVRT.ie or we can post it directly to you on request.

Who should complete it?

The registered owner or person who is in possession of an imported second-hand vehicle which has a current out-of-state roadworthiness certificate for that vehicle should complete this form.



Tástáil Ródacmhainneachta um Fheithiclí Tráchtála
Commercial Vehicle Roadworthiness Testing

Section 3 Declaration

I hereby declare that the information provided in this application is true and accurate and that the original/certified true copy of the out-of-state certificate of roadworthiness included with this application was issued to the above vehicle.

Signed:

Date:

(Day Month Year)

Where to Send Your Application

Send your completed application form to cvrtadmin@rsa.ie.

IMPORTANT: We will **post** the Irish recognition certificate to the **current** registered owner of the above vehicle. You will find the registered owner details on your Vehicle Registration Certificate (VRC).

All applicants should ensure that the name and address recorded on the VRC are valid and correct

Private Vehicles

There is a separate application form for imported second-hand private non-commercial vehicles. You can access this form on <https://www.ncts.ie/> or by calling 01 4135994 (Monday–Friday from 9am to 4pm).

Legislation

Under EU Directive 2014/45/EU member states are required to mutually recognise a certificate of roadworthiness issued for a commercial vehicle by another member state. However, an out-of-state certificate of roadworthiness is required only to be recognised provided the certificate issued in respect of that vehicle is still valid by reference to the test frequency established under current Irish Testing Regulations.

Data Protection and Application Processing

- All the information requested on this form is necessary for the purposes of processing your application to exchange an out-of-state certificate of roadworthiness for an Irish Recognition Certificate.
- If you fail to answer any of the questions set out in the application form and/or do not include the original or certified true copy of the out-of-state certificate of roadworthiness, we will not be able to process your application.
- We will use the details in your application form solely for the purposes of processing your application and, where your application is successful, for our ongoing dealings with you about your Irish recognition certificate. In the event that the RSA determines that an application for a recognition certificate is being fraudulently made or information is supplied that the applicant should have known was untrue, the information may be sent to An Garda Síochána for investigation.
- We may also use your details for statistical purposes. These statistics are used in such a way that individual applicants cannot be identified.
- We will use your details in line with its obligations under the Data Protection Acts 1988 and 2003. This includes taking all reasonable steps (including appropriate technical and organisational security measures) to protect personal data. We may disclose personal data to our agents, contractors and service providers to the extent reasonably required for the purposes described above where we choose to have certain services provided by third parties. Where third parties are used, we do so in accordance with applicable law and take reasonable precautions regarding the practices employed by the service provider to protect personal information.
- In addition to third party service providers, we may disclose personal data to An Garda Síochána, other road transport authorities and transport enforcement agencies in other EU member states or AETR(*) countries where permitted or required by law.
- You have the right, subject to certain exemptions, to obtain a copy of any personal data which we hold about you and to correct any inaccuracies in such data. If you wish to avail of any of these rights, please contact us at the RSA. We will deal with your request as soon as possible and in any event no longer than 40 days after you send us your request.
- We may occasionally update this information and we encourage you to periodically review it and to stay informed about how we handle the personal data we collected in relation to this application by going to www.CVRT.ie.

(*) Accord Européen sur les Transports Routiers, the European Agreement Concerning the Work of Crews of Vehicles Engaged in International Road Transport