

Application for Storing Unregistered Vehicles or Machinery Permit

This application is to store more than one unregistered vehicle on residential land.

A vehicle includes the following: motor car, caravan, motor bike, trailer, tractor, recreational vehicle and all goods and other chattels attached to a form of conveyance.

- New applications to be submitted 4 weeks prior to requirement. Processing time includes Council administrative processes and consultation of neighbouring properties. All adjoining neighbours will be consulted by Council prior to a permit being issued.
- If you are applying for a renewal, you need to complete this form and submit 4 weeks prior to the expiry date of the existing permit.
- Your application will not be processed unless the non-refundable application fee payment is received together with the completed form.
- Permits are valid for 12months from date of issue.

Council may or may not issue a permit with or without conditions and may also cancel a permit at any time. A permit will be valid for 12 months upon being issued. This permit is non-transferable.

🚫 Incomplete applications will not be accepted.

Fees and charges

Application Fee \$121.00 (Code 517) New permit Permit renewal

Applications will not be processed until payment of the application fee is received by Council.

Incomplete applications will not be accepted. This fee is non-refundable if the permit is rejected.

Payment may be made at the below locations, or via mail:

In Person

Payments can be made in person at Melton City Council offices:

- Melton Civic Centre - 232 High Street, Melton VIC 3337
- Melton Library & Learning Hub - 31 McKenzie St, Melton VIC 3337
- Caroline Springs Civic Centre/Library - 193-201 Caroline Springs Blvd, Caroline Springs VIC 3337

By Mail

Cheques or money orders are payable to City of Melton
Melton City Council
PO Box 21
Melton VIC 3337

Completed forms and **proof of application fee** can be provided in person to the above location, or forward to the below:

Mail:

Melton City Council
PO Box 21,
Melton VIC 3337

Email:

csu@melton.vic.gov.au
(max. file size: 10MB)

Phone:

03 9747 7200



1. Your details

Name _____

Street address _____
_____ Postcode _____

Phone number _____ Mobile number _____

Email address _____

Address where vehicle will be stored

Street address _____
_____ Postcode _____

Reason for storing vehicle _____

2. Vehicle details

	Vehicle make	Vehicle model	Vehicle colour	Vehicle VIN
1				
2				
3				
4				
5				

3. Declaration

I (name) _____ of (address) _____
in the state of Victoria do solemnly and sincerely declare that all information I have provided is true
and correct at time of application.

Signature _____ Date _____

Privacy Statement: The personal information requested on this form is being collected by Council for the purpose of meeting its legal obligations under the Road Safety Act 1986, Environment Protection Act 1970, Summary Offences Act 1966, Local Government Act 1989, Impounding of Livestock Act 1994, Domestic Animals Act 1994, Infringements Act 2006 and associated or related legislation. The information will be kept confidential and identifying information will not be disclosed to any person for any other purpose. You may access your own information by contacting Council's Amenity Protection unit on 9747 7200.

Please return completed form to:

Mail:
Melton City Council
PO Box 21,
Melton VIC 3337

Email:
csu@melton.vic.gov.au
(max. file size: 10MB)

Phone:
9747 7200

