



Government of **Western Australia**  
 Department of **Mines, Industry Regulation and Safety**  
**Consumer Protection**

## Special Occasion Permit Application

(Section 20H Motor Vehicle Dealers Act 1973)

The important information below must be read prior to submitting an application. By submitting a Special Occasion Permit application, you acknowledge the following information:

In accordance with Section of the 20H Motor Vehicle Dealers Act 1973, a dealer may apply to the Commissioner for Consumer Protection for a temporary permit to carry on business where a special occasion is being, or is to be, held at a place for a limited period and the dealer wishes to carry on business in premises at the place in connection with the occasion.

1. An application must:
  - a) detail the special occasion for which a temporary permit is being applied for and why the dealer wishes to carry on business at premises other than their authorised premises in connection with the occasion;
  - b) be submitted by the holder of a dealer's licence that will be current at the time of the event, a licensed yard manager employed and authorised by the applicant licensee or the authorised event organiser (with a list of all participating dealers that will be licensed at the time of the event);
  - c) be accompanied by the non-refundable application fee for each permit (Fee exempt from GST; see [www.commerce.wa.gov.au/CP/licensingfees](http://www.commerce.wa.gov.au/CP/licensingfees) for current fee); and
  - d) be lodged at least 7 days prior to the special occasion.
2. A permit is not required for a 'new vehicle only' display in a location which is not staffed.
3. The Commissioner may, by notice in writing to the holder of a temporary permit, revoke the permit if the Commissioner considers that there is justification for doing so.

### PAYMENT

Cheques should be made payable to the Commissioner for Consumer Protection. Otherwise, please complete:

### CREDIT CARD PAYMENT DETAILS

Card Type	Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> (Only Visa and Mastercard accepted)
Card Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Card Holder	<input type="text"/> Please print
Expiry Date	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="checkbox"/> I authorise the Department to deduct the current prescribed fee*
Signature / Authorisation	<input type="text"/> Date <input type="text"/>

### OFFICE USE ONLY

Total Fee	\$	Department Code	MD	Chart Description	Dealer Special Occasions Permit
		Link Licence	Yes		

# Special Occasion Permit Application

<b>Licensed Entity</b>			
<b>Dealer Licence Number</b>	MD		
<b>Contact Person</b>			
<b>Contact Phone and Email</b>			
<b>Details of the 'Special Occasion' <u>AND</u> why the dealer wishes to apply for a temporary permit to carry on business away from their authorised premises in connection with the occasion:</b> <i>[select one option from the three below]</i>			
1. <input type="checkbox"/> Show/Expo or Conference/Event Event name: _____			
2. <input type="checkbox"/> Shopping Centre Display Reason: EOFY/EOY Sale <input type="checkbox"/> Launch of New Brand/Model <input type="checkbox"/> Other <input type="checkbox"/> Please provide a description of what is special about this occasion below: _____ _____			
3. <input type="checkbox"/> Other Location Display Please provide a description of what is special about this occasion below: _____ _____			
<b>Event Address</b>			
<b>Number of Days</b>		<b>Date From:</b>	<b>Date To:</b>
<b>Name and signature of licensee or authorised person*</b>	Name: _____ Signature: _____ Date: _____		
<b>Yard manager's licence number (if applicable)</b>			

*\*I understand that I can be found guilty of a criminal offence if any statement or information I have provided in making this application is found to be false or misleading.*

You can lodge your completed application:

**By post** addressed to:

Consumer Protection Licensing  
 Department of Mines, Industry  
 Regulation and Safety  
 Locked Bag 100  
 EAST PERTH WA 6892

**In person at: (DROP OFF ONLY)**

Department of Mines, Industry  
 Regulation and Safety  
 Level 2, Gordon Stephenson House  
 140 William Street  
 PERTH

**In person at:**

Consumer Protection Licensing  
 Level 1, Mason Bird Building  
 303 Sevenoaks Street  
 CANNINGTON