



# Motor vehicle repairers licensing Locksmiths

## Guidelines for Licence Applicants

An individual that performs repairs to a motor vehicle must hold a motor vehicle repairers certificate, or be supervised by someone who holds a motor vehicle repairers certificate. The supervision ratio of certified to uncertified repairers allowed is one to three.

An individual, partnership or company that carries on the business of repairing motor vehicles must hold a motor vehicle repair business licence.

Motor vehicles can include cars, motorcycles, 4WDs, caravans, trucks and trailers.

Repair work is split into 30 different classes. Most work performed by automotive locksmiths falls under the classes of 'mechanical accessory fitting' or 'electrical accessory fitting'.

Certified repairers can only perform or supervise work for the class/es of repair work listed on their certificate. Business owners and directors must also have individual certification before they can supervise or carry out repair work.

## What type of locksmith work requires a certificate and/or licence?

Repair work includes any work that is done on or to a motor vehicle.

As such, if work requires physical access to a motor vehicle then it may be considered repair work which would require a person to hold a motor vehicle repairer's certificate and/or licence.

For example, the programming of keys or transponders which requires an onboard or diagnostic connection would be considered repair work. On the other hand, fixed cloning, whereby a key is simply copied onto a blank remote, would not be considered repair work.

Similarly, the repair and/or replacement of an ignition barrel, whereby you remove and install the barrel, would be considered repair work. However, if a customer were to bring you an ignition barrel for repair, which was not connected to a motor vehicle, and you were not responsible for re-installation, any repairs conducted would not require you to hold a certificate and/or licence.

## How do I apply for a certificate and/or licence?

To apply for a motor vehicle repairer's certificate and/or licence you will need to complete the appropriate application form depending on the entity that is applying.

You can obtain a copy of the relevant form from our website [www.commerce.wa.gov.au/CP/forms](http://www.commerce.wa.gov.au/CP/forms) or by phoning the Licensing Branch on 1300 30 40 64 or emailing [licensingenquiries@commerce.wa.gov.au](mailto:licensingenquiries@commerce.wa.gov.au)

### Licensing Fees

All associated fees can be located at [www.commerce.wa.gov.au/CP/licensingfees](http://www.commerce.wa.gov.au/CP/licensingfees)

*Please note that this information is provided as a guide only and is not a substitute for legal advice. If you are unsure of your obligations under the Motor Vehicle Repairers Act 2003, or the Fair Trading Act 2010, you should contact Consumer Protection on 1300 30 40 54, or seek legal advice.*

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