

# Application for the Recognition of an Out-of-State Certificate of Roadworthiness for a Commercial Vehicle



Tástáil Ródacmhainneachta um Fheithiclí Tráchtála  
Commercial Vehicle Roadworthiness Testing

Please read the notes at the bottom and back of this form before you complete this application. Failure to complete the application form accurately could cause a delay or the incomplete application form being returned to you.

## Section 1 Applicant Details

Vehicle/Trailer Registration Number (Irish registration number)	<input type="text"/>
Vehicle Identification Number (VIN)	<input type="text"/>
Name of applicant	<input type="text"/>
Address	<input type="text"/>
Contact phone number (of applicant)	<input type="text"/>
Email address (of applicant)	<input type="text"/>

## Section 2 Original Certificate of Roadworthiness

I have enclosed the original or a certified true copy of my vehicle's out-of-state certificate of roadworthiness with this application form (please ensure you tick the box below to confirm you have enclosed it):

Please note that if the out-of-state roadworthiness certificate is in a language other than English then you must also submit an English translation of the certificate with this application. Failure to do so will result in your application being refused.

## 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 or submit it in person to:

**Roadworthiness Certificate Recognition, CVRT Admin Section, Road Safety Authority, Clonfert House, Bride Street, Loughrea, Co Galway**

**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).

## 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 45/2014 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.
- We may also use your details for statistical purposes. These statistics are used in such a way that individual applicants cannot be identified.
- Any personal information which you volunteer on this application will be treated by the RSA strictly in accordance with current data protection legislation including obligations under General Data Protection Regulations (EU 2016/679) . 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](http://www.CVRT.ie).

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