

August 2017

# Registration Notice – Executor/Administrator Deceased Estate

The Department of Transport and Main Roads (the department) understands that the loss of a loved one may have been difficult for you.

Managing the affairs of a deceased estate is often complex and time consuming however, the department is seeking the assistance of the executor/administrator of the estate in regard to the vehicles/plates registered to the deceased.

## Why does the department need information about the person or entity now responsible for these vehicle/s and or personalised/customised plates?

A vehicle is required to be registered in the name of a person or legal entity. This ensures that the department is able to identify the person or entity responsible for the operation of a vehicle, safety of that vehicle on our roads and the payment of any associated fees. In circumstances where the registered operator is deceased, the vehicle/s and or personalised/customised plates must be removed from their name.

## What happens if the vehicle has concessional registration?

If the first registered operator of a vehicle is deceased, the concession will be removed. However, any fees raised due to the removal of the concession do not need to be paid. Full registration fees will apply when the registration is renewed unless the new registered operator applies for and is granted a vehicle registration concession.

There are several options available and the most common are briefly outlined below. For all options you will need to present appropriate documentation and pay any applicable fees at your nearest departmental Customer Service Centre (CSC). **Please visit [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au) or call 13 23 80\* to confirm what documentation you will need** and to obtain further information about the options below.

### Option 1 - Transfer the vehicle/s registration into the name of the beneficiary.

The executor/administrator of the estate can transfer the registration by lodging a completed [Vehicle Registration Transfer Application \(form F3520\)](#).

This option cannot occur within 30 days of the deceased person's death, unless the Will specifically states that the beneficiary is not required to survive the deceased by 30 days.

*(The information regarding the 30 day survival period has been obtained from the Succession Act 1981. This Act is administered by the Department of Justice and Attorney-General)*

### Option 2 – Cancel the vehicle/s registration.

The executor/administrator/next of kin of the estate can cancel the registration by lodging a completed [Vehicle/Recreational Ship Cancellation of Registration Application \(form F3517\)](#) and surrendering the number plates (unless they have been personalised).

### Option 3 (temporary) – Transfer the vehicle/s into the estate of the deceased with the executor/administrator/next of kin of the estate as joint registered operator

The executor/administrator/next of kin of the estate can temporarily transfer the registration into the estate of the deceased with the executor/administrator/next of kin as joint registered operator.

This option would normally be an interim arrangement and can be done by lodging a [Vehicle Registration Transfer Application \(form F3520\)](#).

### Personalised and customised plate options

Personalised plates can be transferred (to the new owner or into the estate of the deceased) by lodging a completed [Personalised Number Plate/s Transfer Application \(F2963\)](#) or surrendered by lodging a completed [Remove and/or Attach Personalised/Customised Number Plate Application \(Form F2964\)](#). Customised plates are not transferrable and must be surrendered using the same form (F2964).

### What happens if the vehicle registration is not transferred or cancelled?

The department will place a restriction against the vehicle/s. The restriction will not allow the registration of these vehicle/s to be renewed until the registration is transferred to a legal entity. If a decision on the vehicle is not able to be made before the registration expires, please arrange for the vehicle/s and plates to be transferred as per Option 3 to enable the vehicle/s to continue to be registered. The department will also send a letter to the registered operator's last known address about the above available options to transfer the vehicle/s registration.

### Contact us

For more detailed information about the options, the vehicle restriction, forms and documentation, appropriate fees, personalised/customised plates, visit [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au) or call 13 23 80\*.

\*Check with your service provider for call costs.