



CLUB PERMIT FAQ

Club Permits - something that effects a good chunk of the club membership. See below for some of the Frequently Asked Questions.

Q: My Club permit needs renewing and I need a signature. How can I get one?

A: You can come along to a Club Meeting and have a signature applied to your VicRoads paperwork by one of our CPS registrars. Alternately, you can request an Endorsement Form from the club.

Q: How do I get an Endorsement Form?

A: Jump onto the club website, and navigate your way to the Club Permit Scheme page. There's a form there to fill out online requesting the Endorsement, and all it needs you to do is provide us the information that we need to make it happen.

Q: How long will it take for an endorsement form to get back to me after I have requested it online?

A: It is not an automated system, so it does take one of our volunteers some time to get the necessary checks done and complete the form on your behalf. We try for weekly return, but you would realistically need to allow two weeks as it doesn't happen every day. During busy periods it may take a bit longer, but since we all get approx six weeks advanced notice from VicRoads, this shouldn't be an issue for anybody.

Q: I have uploaded my form and it's saying I don't have the right signature.

A: Check that you have signed your original Renewal Letter from VicRoads (The one with the permit/rego sticker on it), and uploaded a copy of that as well. You need to upload both the Endorsement Form AND The signed Renewal form at the same time.

Q: What photo's do I need for a new Club Permit?

A: Jump onto the club website, to the Club Permit Scheme page, and have a look at the checklist for a new Club Permit. It's detailed in there the photo's you need as well as the other documents that we require to get you and your car wearing red plates.

Q: Where do I send the photo's for my application?

A: Send them to logbook@mini.org.au and they'll be kept on file for when your original paperwork arrives.

Q: Where do I post my new permit paperwork or my renewal paperwork?

A: If you wish to post us something, please contact us first. DO NOT post something without telling us first, or we will not know that it is coming and keep an eye out for it. By the time we know, often it is too late and RWC's have expired before they get back to you.

Q: If my membership expires at the end of June, what happens to my Permit?

A: Your permit becomes invalid if you cease to be a financial member of the club that signed it. If your membership lapses, then you are no longer a financial member of the club and you are not permitted to drive your cars on the road until renewed. VicRoads require us to advise them of any membership that is lapsed so that they can put a 'hold' on the club permit in their system, making it invalid until renewed. Just remember, you can always renew your membership early to make sure you never have an issue.

Hopefully this has helped a few people, but if you have other questions there's a fair chance you're not the only one so send them over to permits@mini.org.au and we will do our best to get back to everyone with an answer in an upcoming MINIMAG.