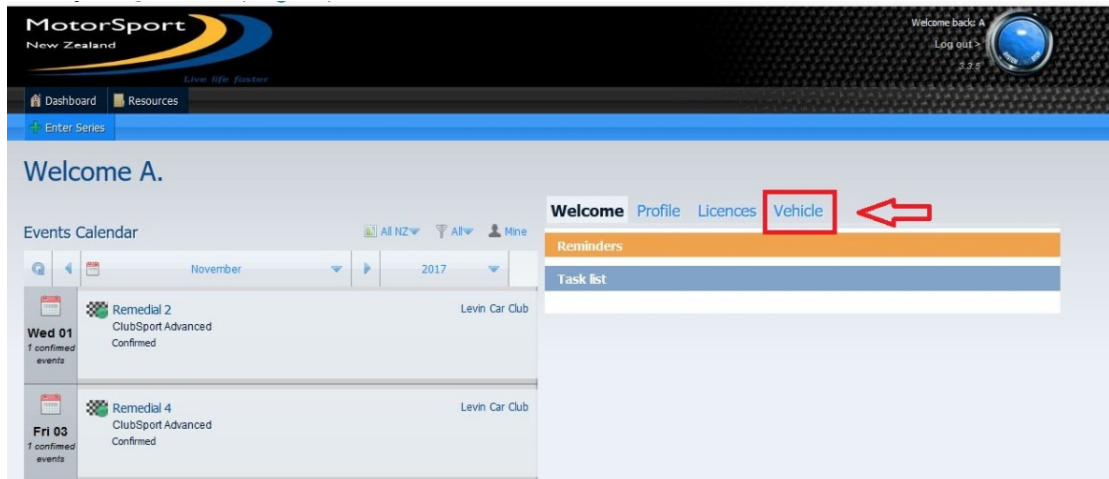


## Applying for or Renewing a MSNZ / LVVTA Authority Card

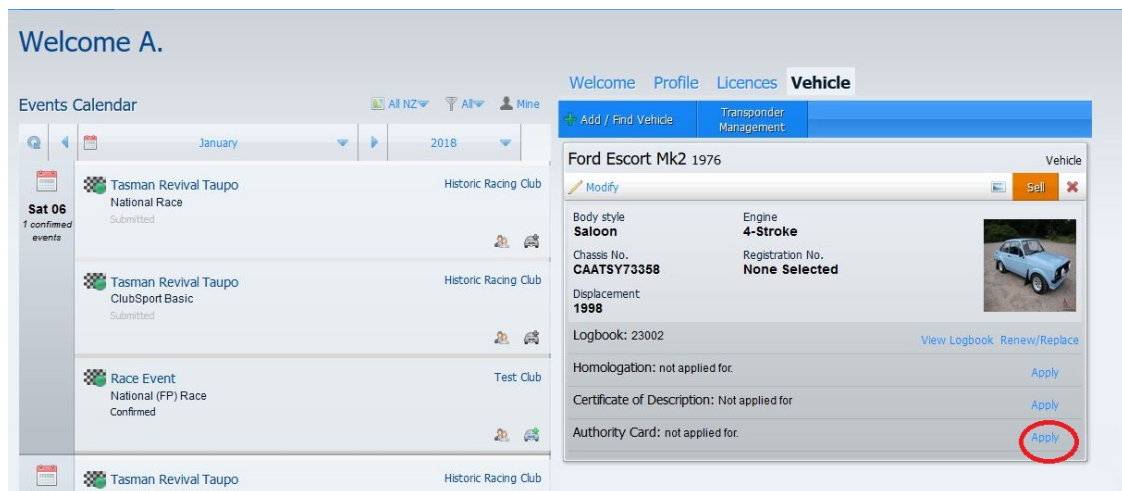
### 1. Log In

Log into your MotorSport Online record

### 2. Select vehicle tab



3. **The Vehicle Tab screen** shows all the vehicles associated with the user. Each vehicle is displayed as an individual 'box'. The **Authority Card** line displays whether there is an Authority Card issued to the vehicle or not. To apply for an Authority Card click on "apply" or "renew" as appropriate.



#### 4. Competition equipment details screen:

For each line select yes / no as applicable and for each yes selection fill in the details. If there is not a correct selection for your equipment, click 'other' and type in the details.

**Initial Logbook Application**  
Apply for a New Logbook for a Vehicle which is not in the system

**Vehicle Details**

Owner Name	A Competitor
Make	Ford
Model	Escort MK1
Variant	
Year	1976
Vehicle Chassis No.	CLATHC34551
Registration No.	HO8060
Logbook No.	
Homologation No.	

**Competition Equipment details**

**Competition Occupant Protection System**  
Do you have driver safety harness fitted? Yes  No

	Number of Straps	Make	Standard	Standard No. / Homologation No.	Expiry Date
A Driver	5	Racetech	FIA	D202.T98	2022 (yyyy)

Do you have co-driver/passenger safety harness fitted? Yes  No

	Number of Straps	Make	Standard	Standard No. / Homologation No.	Expiry Date
B Co-driver / Passenger	5	Racetech	FIA	D202.T98	2022 (yyyy)

C Has the vehicle interior been modified? Yes  No

Save Next

**A./B. Safety Harness Details:** select the safety harness details for driver and co-driver (where applicable) from the drop down menus provided, and type in the standard that is shown on the harness. Enter the expiry date of the harness (expiry date for FIA standard is 5 years from date of manufacture, SFI standard is 2 years from date of manufacture).

**C. Interior Modification:** select 'yes' if the interior has been modified in accordance with Schedule A Part 1 Article 8.3(6)(c).

**Initial Logbook Application**  
Apply for a New Logbook for a Vehicle which is not in the system

**C** Has the vehicle interior been modified? Yes  No

**D** Has the Manufacturer-installed Occupant Protection System been removed? Yes  No

**E** Do you have competition seats installed? Yes  No

	Make	FIA Standard No. (if applicable)
Driver	Racetech	8855
Co-driver / Passenger	Other	8855

**F** Do you have co-driver/passenger competition seats installed? Yes  No

**G** Do you have a safety structure installed? Yes  No   
Homologation No.

**Competition Braking System**

**H** Is a Hydraulic Handbrake installed? Yes  No

**I** Has an Open Brake Bias System been fitted? Yes  No

**J** Have Braided Flexible Brake-Lines been fitted? Yes  No

**K** Has Electronic Stability Control been disabled? Yes  No

Save Next

- D. MOPS Removal:** select 'yes' if the manufacturers occupant protection system has been removed. (Note: vehicle should have a MSNZ decal stating that MOPS removed).
- E./F. Competition seats:** select the competition seat details for driver and co-driver (where applicable) from the drop down menus provided, and type in the standard that is shown on the seat.
- G. Safety Structure (safety cage):** will be prepopulated if the vehicle has a homologated safety cage.
- H. Hydraulic Handbrake:** select 'yes' if the vehicle has had a hydraulic handbrake fitted. (Note: vehicle should have a MSNZ decal stating that hydraulic handbrake fitted).
- I. Open brake bias system:** select 'yes' if the vehicle has an open (adjustable) brake bias system fitted inside the cockpit.
- J. Braided Brake lines fitted:** select 'yes' if the vehicle has had a braided brake lines fitted.
- K. Electronic Stability System disabled:** select 'yes' if the vehicle's electronic stability control system has been permanently disabled. (Note refer to Appendix A, Part 1 Art 8.3(6)(h) for further detail).

**MotorSport**  
New Zealand

Welcome back: A  
Log out: [X]

**Initial Logbook Application**  
Apply for a New Logbook for a Vehicle which is not in the system

**L** Do you have a safety structure installed? Yes  No   
Homologation No.

**Competition Braking System**

**M** Is a Hydraulic Handbrake installed? Yes  No

**N** Has an Open Brake Bias System been fitted? Yes  No

**O** Have Braided Flexible Brake-Lines been fitted? Yes  No

**P** Has Electronic Stability Control been disabled? Yes  No

**Competition Fuel System**

**Q** Is a Safety Fuel Tank installed? Yes  No   
Standard No.  Manufacture Date  (mm/yy/yyyy)  
FT3-1999 02 / 2017

**R** Is the Fuel System Filler located in the cockpit? Yes  No

**Alternative Glazing**

**S** Has Plastic Glazing been fitted? Yes  No   
Type   
Lexan MR10

Priority Processing

Save Next

Confirmed

- L. Safety Structure:** will default to 'yes' if the vehicle has a homologated safety cage approved and the homologation number will appear in the field below.
- M. Hydraulic Handbrake:** select 'yes' if the vehicle has a hydraulic handbrake fitted.
- N. Braided Flexible Brake Lines:** select 'yes' if the vehicle has a braided flexible brake lines fitted.
- P. Electronic Stability Control disabled:** select 'yes' if the vehicles electronic stability control system has been disabled. **Note:** this generally includes the ABS system. If ABS system has been removed then LVVTA Certification Plate is required.
- Q. Safety Fuel Tank:** select 'yes' if the vehicle has a safety fuel tank fitted. Enter the standard number and the date of manufacture in the fields provided.
- R. Fuel System Filler:** select 'yes' if the vehicle has the fuel system filler located in the cockpit.
- S. Alternative Glazing:** select 'yes' if the vehicle has a plastic glazing fitted. Select the glazing details from the drop down menus provided.

**Authority Card Approval**

Is the Fuel System Filler located in the cockpit? Yes  No

**Alternative Glazing**  
Has Plastic Glazing been fitted? Yes  No

Type  
Lexan MR10

**NZTA Exemptions**

Type	Date Approved	Reference # (optional)
<a href="#">Add</a>		

**Declaration**

I hereby declare that the above information is correct. I Agree

Priority Processing

[Save](#) [Submit](#)

**NZTA Exceptions:** If the competition vehicle has a Left Hand Drive Exemption, an Emissions Exemption and / or a Frontal Impact Exemption from NZTA, select the appropriate exemption from the drop down list provided, enter the date approved and a reference if one was provided.

**Declaration:** Place a tick in the box to declare that the information provided is correct. Tick the priority payment box if priority processing is required.

When all information completed, click on the **Submit** button. The system will determine whether the application is a new application or a renewal. If the application is a new application a popup window will appear.

**Authority Card Application Submission**

Because this is a New Application or you have not met the renewal criteria, you need to get the vehicle inspected.

Please print your application and take it to an 'A' designated Scrutineer or Technical Officer. They will need to inspect your vehicle.

[List of scrutineers](#) [Print application](#)

[Proceed to Payment](#)

The applicant should print off the inspection sheet by selecting the “**print application**” button.

Once the application is printed click on the “Proceed to Payment” button, which will take you to the payment screen.

## 5. Payment Screen

Select the method of payment from the payment method drop down menu. Select continue to finish the application.

**Note:** If cash, cheque or internet banking selected the invoice containing all the payment details will be emailed to the email address shown in your personal record.

otorSport  
y Zealand

Welcome back A  
Log out?

### Payment

List of outstanding charges

#### Invoice Summary

Licence Fees	
Admin Fees	
Fines	
Event Fees	
Technical Fees	
Logbook: Ford Escort Mk1	\$30.00
<b>Amount Payable (All Fees Include GST)</b>	<b>\$30.00</b>

#### Select Payment Method

Select Payment Method: Direct credit via internet banking

Please use the following details to make your payment:

Payee	Motor Sport New Zealand Inc
Bank Account Number	12-3192-0017344-00
Reference	140455

An invoice will be sent to you by email, including the payment advice above.  
Please note that your application will not be processed until full payment has been received

Confirmed

Cancel Continue

## 6. Application complete

Once the continue button has been pressed you will be returned to your vehicle screen and the Authority Card will have “awaiting approval” showing against it.