

Why you need to renew

The Motor Vehicle Sales Act 2003 (MVSA) requires that all registered motor vehicle traders renew their registration each year.

Check the certificate of registration for the date that your registration expires (the Certificate of Registration was sent to you when you first registered as a motor vehicle trader). We recommend that you diary a year in advance to ensure that you remember to renew your motor vehicle trader registration in good time.

The Registrar will send a renewal reminder to the contact address listed against your registration (either post or email). This notice will be sent 20 working days before the expiry date on your registration certificate.

To ensure you receive your renewal notification, please keep your motor vehicle trader details up to date. All communications sent from the Registrar will go to the address you have nominated as your preferred method of contact – either post or email.

- [Read more about this in the Maintain my registration section.](#)

If you chose email as your preferred method of contact, you may need to save our email address (registrar@motortraders.govt.nz) as an accepted contact within your email contacts.

NOTE | Registration expires as at the day listed in your registration so you must begin the renewal process at least one day before the expiry date of your current registration.

[RENEW YOUR REGISTRATION NOW >>](#)

FAQs

Fees

The cost to renew registration as a motor vehicle trader is \$595.95. This fee is an application fee including GST and a levy for the Motor Vehicle Disputes Tribunal fee.

What happens if you do not renew your registration?

If you do not submit an application for renewal before the expiry date of your current registration, it will automatically expire.

If you begin the renewal process but the statutory declarations or certificates are not emailed to the Registrar within 20 days of your initial renewal application, or there is a problem with the statutory declarations or certificates and it is not resubmitted within 20 days, your registration will be expired by the Registrar.

If you fail to renew your registration and allow it to expire, and then continue to operate as a motor vehicle trader you will be in breach of the MVSA and will be liable for prosecution.

There are fines associated with [trading whilst unregistered](#).

NOTE | If you fail to renew your registration on time and the registration has expired, you will be required to complete a new application to register as a motor vehicle trader. You will have to pay the registration fee of \$595.95.

Need to renew your registration early?

The Registrar can place your current registration into early renewal if required.

To take advantage of this service:

- call us on freephone 0508 668 678 or
- send an email to registrar@motortraders.govt.nz.