NZ TRANSPORT AGENCY WAKA KOTAHI

Application to convert an overseas driver licence

DL5

Driver licence number

1. New Zealand driver licence number (if you know it)

Name

2. Surname

First name

Middle names

3. Are the names on this form different to any of the names on your ID?

☐ **No** ☐ **Yes** → Previous name

Your gender won't show on your driver licence. For more information, go to nzta.govt.nz/gender

4. Gender

Organ donation

5. Would you be willing to donate organs in the event of your death?

☐ **No** ☐ **Yes**

In the event of your death your next-of-kin will be asked for their agreement. Please let them know your wishes.

Birth date

6. Date of birth Day / Month / Year

7. Place of birth

Town/city

Country

ID

8. Evidence of identity

If you have one of these, this is all the ID you need.

☐ New Zealand photo driver licence *(current or expired up to 5 years)* ☐ New Zealand passport *(current)*

If you don't have one of the above, you'll need either:

For full details go to nzta.govt.nz/id

☐ 2 primary IDs *or*

☐ one primary ID and one supporting ID

Primary ID. *Must be issued in New Zealand (except for overseas passport). Must be current unless stated otherwise.*

☐ New Zealand passport *expired up to 5 years*
☐ Citizenship certificate
☐ Certificate of identity (Passports Act 1992)
☐ Overseas passport *expired up to 5 years*
☐ Emergency travel document
☐ Certificate of identity (Immigration Act 2009)
☐ Firearms licence *expired up to 5 years*
☐ Refugee travel document
☐ Full New Zealand birth certificate (issued from 1 January 1998)

Supporting ID. *Must be issued in New Zealand (except for overseas driver licence). Must be current unless stated otherwise.*

☐ Kiwi Access or 18+ card
☐ Community services card
☐ SuperGold card
☐ Overseas driver licence *expired up to 12 months*
☐ Veteran SuperGold card
☐ Student ID
☐ Electoral roll record
☐ Utility bill or bank document *issued in last 6 months*
☐ Inland revenue number
☐ Personal Identity Profile
☐ Steps to freedom form
☐ Identity Referee Declaration

If neither of your forms of ID has a photo

☐ Identity referee document attached (DL26)

9. Name change document *(if your name has changed or is different to your ID, must be issued in New Zealand except for overseas certificates)*

☐ Birth certificate showing both names
☐ Marriage or civil union certificate
☐ Overseas marriage or civil union certificate
☐ Copy of particulars of marriage or civil union
☐ Dissolution of marriage or civil union order
☐ Overseas name change certificate
☐ Deed poll certificate
☐ Name change certificate
☐ Statutory declaration confirming change of name with Births, Deaths and Marriages

Overseas licence

You must show your overseas driver licence to the agent. You'll also need an approved translation if it isn't in English.

10. Name of issuing state/country

Licence number

Issue date of licence Day / Month / Year

Expiry date of licence Day / Month / Year

Date of most recent New Zealand arrival Day / Month / Year

Address

11. Physical address

12. Mailing address (if different from above)

If your address is on your licence, you may need to pay to remove or change it later. For more information go to nzta.govt.nz/address-on-licence

13. Address printed on licence

☐ **No** ☐ **Yes** → ☐ **Physical address** **or** ☐ **Mailing address**

14. Mobile phone ( )

Other phone ( )

15. Email address

Licence class and type

16. What type of licence are you applying for?

Class 1		☐ Learner	☐ Restricted	☐ Full
Class 2		☐ Learner		☐ Full
Class 3		☐ Learner		☐ Full
Class 4		☐ Learner		☐ Full
Class 5		☐ Learner		☐ Full
Class 6		☐ Learner	☐ Restricted	☐ Full

Medical declaration

**Examples include:*

- *Alzheimers*
- *diabetes*
- *eyesight conditions*
- *epilepsy or fits*
- *head or spinal injuries*
- *high blood pressure*
- *mental illness*
- *stroke.*

For more information go to nzta.govt.nz/medical

17. Do you have a medical condition or disability* that could affect your ability to drive safely?

☐ **No**

☐ **Yes** → **Has that condition or disability affected your ability to drive safely in the last 5 years?**

☐ **No**

☐ **Yes** →

☐ I have provided a medical certificate with this application

OR

☐ I have already provided a medical certificate in the last 5 years, and

☐ Any condition or disability hasn't got worse since my last medical certificate.

If you're getting a class 2, 3, 4 or 5 licence you'll need to provide a medical certificate, or tick the 2 boxes directly above if you've already given us one in the last 5 years. You must provide a medical certificate if you're turning 75 or over. Check the *What to bring* section on page 3.

Declaration

Warning: it's an offence to provide false or misleading information on this form. If you do, you could be fined up to $10,000 and NZTA could revoke your New Zealand licence.

I declare that, to the best of my knowledge and belief, my licence is not currently suspended or revoked and/or that I am not disqualified from driving.

I state that, to the best of my knowledge and belief, all the information I have given for this application is correct and I am not disqualified from obtaining or holding a New Zealand driver licence.

I declare that the medical fitness information provided above is true and correct.

Signature of applicant

Date / / Day Month Year

Office use only

NZTA call reference number (if applicable)

☐ Evidence of validity attached (if required)

☐ Translation attached

Primary ID — Issue date / / — Expiry date / /

Supporting ID — Issue date / / — Expiry date / /

Name change or other ID — Issue date / / — Expiry date / /

Eyesight
☐ Fit with lenses
☐ Fit without lenses
☐ Unfit

Attached
☐ Med cert
☐ Eye cert

Digital
☐ Med cert

Chkd

Time ID chkd

DLR user ID

DLR payment number

Fee paid (GST included) $

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Who should use this form?

Use this form to convert an overseas driver licence to a New Zealand driver licence.

Go to nzta.govt.nz/overseas-conversion for more information.

Where to apply

Take your completed form, all **original** documents AND high-quality colour photocopies to a specialist overseas conversion site. Go to nzta.govt.nz/overseas-conversion-site to find a site.

Costs

Go to nzta.govt.nz/overseas-conversion-fees to check the fees.

Eyesight

You'll need to pass an eyesight check at the agent.
If you don't pass the check, you'll need to present a satisfactory eyesight or medical certificate.

Exempt or non-exempt country

These countries are considered **exempt** countries:

- Australia
- Austria
- Belgium
- Canada
- Croatia
- Denmark
- Finland
- France
- Germany
- Greece
- Hong Kong
- Ireland
- Italy
- Japan
- Luxembourg
- Netherlands
- Norway
- Portugal
- South Africa
- South Korea
- Spain
- Sweden
- Switzerland
- United Kingdom
- United States of America

If the country your licence is from is not on the list, then it's a **non-exempt** country.

Licence from non-exempt country

You must sit a theory test and a practical test.

When you've passed the theory test, you'll get a New Zealand driver licence with a supervisor condition. You must have a supervisor at all times while driving until you've passed the practical test.

When you've passed the practical test, you'll get a New Zealand licence without a supervisor condition.

What to bring

You must bring the following **original** documents:

- ☐ **Evidence of identity** (must be original - no photocopies). See page 1 for more information.
- ☐ **Original overseas driver licence - current or expired less than 12 months.** If your overseas licence or translation doesn't clearly state the classes of vehicle you're licensed to drive, you may need supporting evidence.
- ☐ **Original written translation if your licence isn't in English.** Must be from your licensing authority, embassy, consulate or an NZ Transport Agency Waka Kotahi (NZTA) approved translator.
- ☐ **Evidence that your licence is valid if:**
  - ☐ your licence was issued in **Afghanistan, India, Pakistan or Tonga**. Go to nzta.govt.nz/valid-evidence-non-exempt
  - ☐ your licence was issued in an **exempt** country but your ID was issued in a **non-exempt** country. Go to nzta.govt.nz/valid-evidence-exempt
- ☐ **High-quality colour photocopies of all the original documents you're providing -** including any translation and all parts of your overseas driver licence.
- ☐ **Medical certificate** if you:
  - ☐ are getting a **class 2, 3, 4 or 5** (truck licence) and you haven't provided a medical certificate in the last 5 years, or
  - ☐ are turning **75** years of age or older, or
  - ☐ have a medical condition or disability that **has** affected your ability to drive safely in the last 5 years.

  Bring your certificate with you, or your health practitioner could send it to NZTA digitally.
- ☐ **Evidence of name change** (must be original - no photocopies). To change the name on your driver licence or if the name your ID isn't the same as the name on your licence, you must provide a name change document. See page 1 for more information.

  Note: if your evidence of identity and name change documents don't provide a clear link to the name currently on your driver licence, you may have to provide additional documents.

Licence from exempt country

For a **car** or **motorcycle** licence, you don't have to sit theory tests.

You need to sit a practical driving test if you've held your licence less than 2 years. If your licence doesn't have an issue date, you'll need to provide confirmation of the issue date from your licensing authority if you want to be exempt from the practical test.

For a **truck** licence (class 2-5) you need to sit a theory test.

You also have to sit a practical test if you've held your licence less than 2 years or your licence is from Croatia, Hong Kong or South Korea.

Office use only

Agent stamp and initials

Fee paid (GST included)
$

Date paid
/ /

Tax invoice when receipted
NZ Transport Agency Waka Kotahi
GST Reg. No. 89-364-086

Fraudulent licences

NZTA audits overseas conversion applications.

If you used a fraudulent overseas licence, or provided false or misleading information with your application, this is an offence under s44 of the Land Transport Act 1998.

You could be fined up to $10,000, and NZTA could revoke your driver licence.

Tests

If you need to sit tests, go to nzta.govt.nz/take-your-test to prepare.
If you're booking your test in advance, we'll give or email you a booking confirmation slip. Check the date and time of the test carefully, and read the slip to see what you need to bring.

Responsibilities

You must always carry your licence with you when you drive.

Please notify NZ Transport Agency Waka Kotahi (NZTA) immediately if your address changes.

If your old licence is replaced by a new version, you must surrender the old version under s30 of the Land Transport Act 1998.

This is an application form. It doesn't replace legal advice, and your exact requirements depend on legislation.

Medical certificate

If you need a medical certificate you must give full and truthful answers to the health practitioner completing the certificate. It's an offence to give false information or not provide the required information, and your application could be delayed or declined.

The certificate could be submitted to NZTA by your health practitioner (including digitally). NZTA records the health practitioner's name, the submission date and the result. If NZTA receives the certificate it means you've consented to your health practitioner providing the information contained in the certificate to NZTA, and NZTA using the information for your application and contacting your health practitioner about your fitness to drive at any time.

Email address

By giving us your email, you agree that NZTA may communicate with you by that email address. This includes application updates, asking for feedback, reminders and formal notices. For a full list of how we might use your email go to nzta.govt.nz/email-use or ask the agent. We recommend using an email address that's unique to you, so only you can see information we send you. Giving us your email address and phone numbers is optional.

Privacy information

NZTA and its agents (we) need the information on this form to process your application under part 3 of the Land Transport (Driver Licensing) Rule 1999. We also need it to produce your photo driver licence and to maintain the Driver Licence Register. We'll store, use and disclose your information following the Land Transport Act 1998 and the Privacy Act 2020 (part 7 in particular authorises disclosure of this information in certain circumstances). We may use it to provide you with information relating to driver licensing and driving, or to contact you for feedback on our services.

We'll take your photo to print it on your driver licence. Your photo may also be disclosed to and used by the Department of Internal Affairs, Department of Corrections, Ministry of Justice, Ministry of Business, Innovation and Employment (Immigration), New Zealand Customs Service, and the New Zealand Police for the purposes of identity verification and law enforcement under section 200 of the Land Transport Act 1998, or for one of the purposes outlined in part 7 of the Privacy Act 2020.

To help keep the Electoral Roll up-to-date , the Electoral Enrolment Centre operates an authorised information matching programme with NZTA under s263B of the Electoral Act 1993.

To keep the Driver Licence Register up-to-date NZTA also operates an authorised information matching programme with Births, Deaths and Marriages.

You're entitled to access and request correction of any readily retrievable information NZTA holds about you. You can do so by writing to Private Bag 11777, Palmerston North 4442 or go to nzta.govt.nz/information-request