



Statutory Declaration - Personal Representative

Application for duty exemption on transfer of vehicle registration to the beneficiary of a deceased estate.

Section 199(1)(a) of the *Duties Act 2001*

State Revenue Office
Department of Treasury and Finance

Who should use this declaration

This declaration should only be completed by the deceased person's 'Personal Representative' if:

- Grant of Probate has been issued; or
- Letters of Administration have been issued; or
- Certificate of Administration has been issued under Section 20A of the [Public Trustee Act 1930](#); or
- Certificate of Election has been issued by the Public Trustee under the [Public Trustee Act 1930](#).

Important: If none of the above documentation has been obtained please complete the [Duty exemption on transfer of vehicle registration to the beneficiary of a deceased estate - Statutory Declaration - Executor](#).

Statutory declarations

A statutory declaration is a written statement declared to be true in the presence of an authorised person.

The following people are authorised to witness your signature on a Statutory Declaration:

- Legal practitioner;
- Registered health practitioner (doctor, nurse, dentist etc);
- Bank officer, credit union officer, or finance company officer with five or more years of continuous service;
- Judge or magistrate of a court;
- Police officer;
- Teacher employed full-time at a school or tertiary education institution;
- Veterinary surgeon;
- Pharmacist;
- Commissioner for Affidavits
- Commissioner for Declarations;
- Justice of the Peace.

For the full list of Commissioner for Declarations, please [use this link](#).

More information from the State Revenue Office

Phone: (03) 6166 4400 (select option 4 then option 3) or
1800 001 388 (for Tas-based callers outside the '62' area)

Email: dutyhelp@treasury.tas.gov.au

Where to lodge this statutory declaration

Submit this i) completed declaration, ii) completed 'Application for Transfer of Vehicle Registration' form, and iii) supporting documents, to Service Tasmania for processing.

Personal Information Protection Statement

Personal information is collected by the Commissioner of State Revenue and used for the purpose of administering the [Taxation Administration Act 1997](#). You are required to provide this information under the relevant provisions of that Act.

Your personal information may only be disclosed in accordance with the provision of the Taxation Act, and will be managed in accordance with the [Personal Information Protection Act 2004](#). You may access your personal information on request to the Commissioner of State Revenue. A fee may be charged for this service.

Statutory Declaration

I/we,

Your full name/s

of

Your street address

occupation

do solemnly declare that:

Name of beneficiary/ies

of

Street address

is/are entitled to these motor vehicle/s with registration number/

as beneficiary/ies of the estate of the late:

Name of the deceased

I have attached a copy of **one** of the following to this declaration (please tick):

- Grant of Probate and last will and testament; or
- Grant of Letters of Administration; or
- Certificate of Administration under Section 20A of the [Public Trustee Act 1930](#); or
- Certificate of Election issued by the Public Trustee.

I make this solemn declaration under the [Oaths Act 2001](#):

Declared at

Place

In the State of

State or Territory

On this day, the

of

20

Year

Day

Month

Signed:

Signature of declarant

Before me,

(Justice of the Peace, Commissioner for Declarations, or other authorised person)

There may be court-imposed penalties for giving false or misleading information.