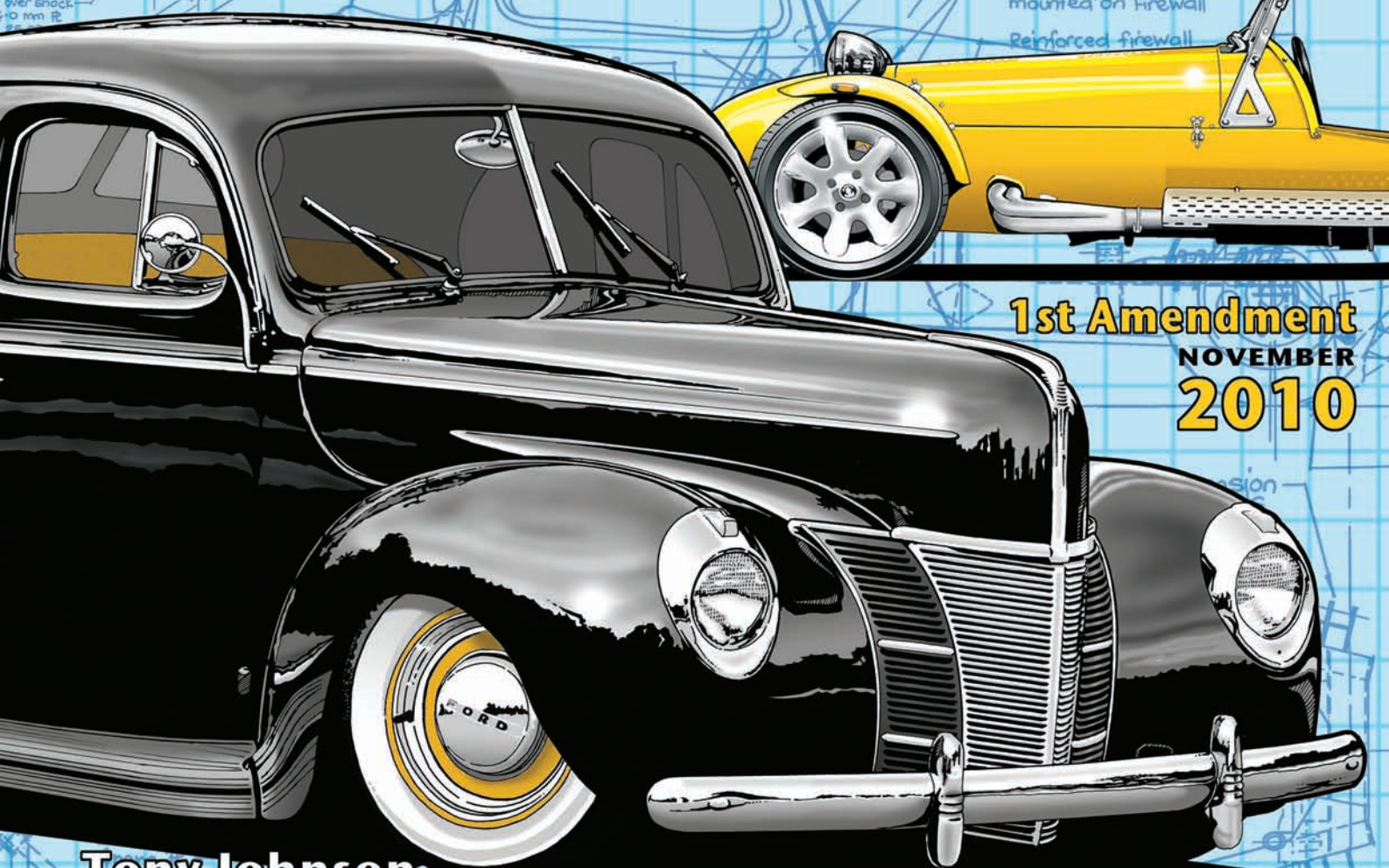


# THE NEW ZEALAND CAR CONSTRUCTION MANUAL CHAPTER 3 AUTHORITY CARD PROCESS



**1st Amendment**  
**NOVEMBER**  
**2010**

**Tony Johnson**  
**Low Volume Vehicle Technical Association (Inc.)**

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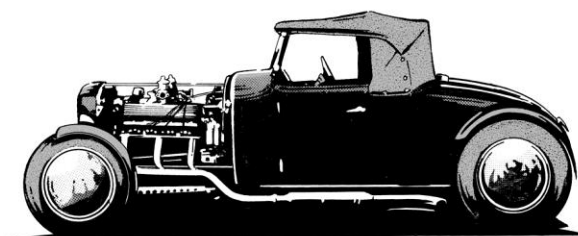
# **THE NEW ZEALAND CAR CONSTRUCTION MANUAL**

**Author: Tony Johnson**

**Publisher: The Low Volume Vehicle Technical Association  
Incorporated**

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## PUBLISHER & OWNER

The New Zealand Car Construction Manual is published and owned by the Low Volume Vehicle Technical Association Incorporated (LVVTA). LVVTA is an incorporated society and was established in 1992, and represents approximately 50,000 motor vehicle enthusiasts throughout New Zealand.

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NZHRA, and its key personnel, have, and continue to since the inception of LVV certification, form the back-bone of the LVV certification system in New Zealand. LVVTA is very appreciative of NZHRA's on-going commitment and integrity.



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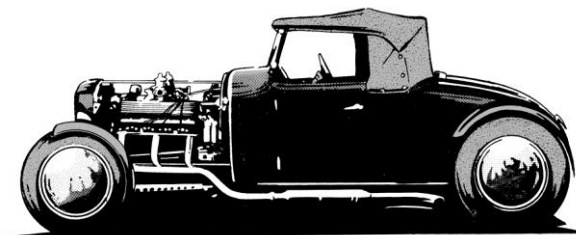
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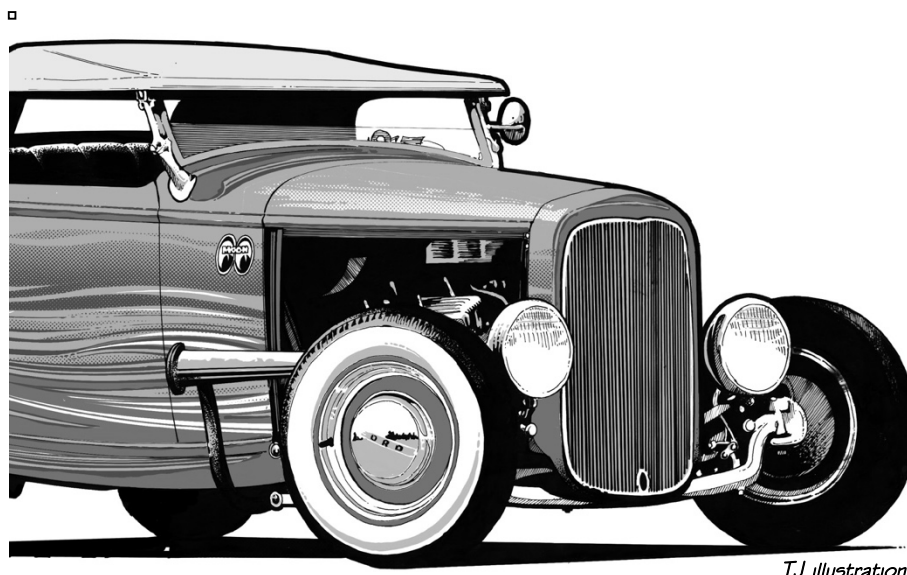
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## AUTHORITY CARD PROCESS



TJ illustration

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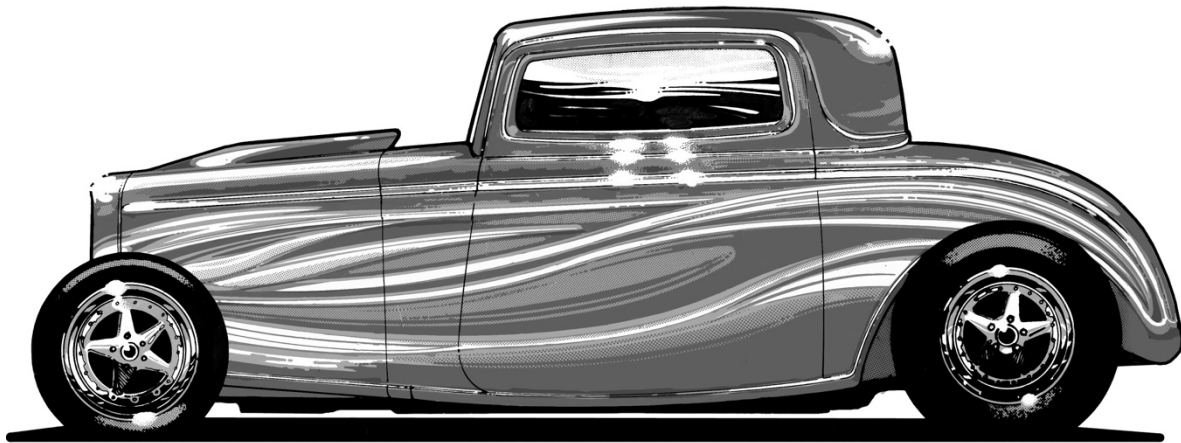
**Normal type:** Provisions of the NZ Car Construction Manual for all vehicles

***Italic type:*** Extracts from any relevant LVVTA Low Volume Vehicle Standards

***Script type:*** Helpful hints, tips, explanations, clarifications, and interpretations

**Shaded text & dotted vertical stroke in margin:** Latest amendments since previous version

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*TJ illustration*

## **CHAPTER 3: AUTHORITY CARD PROCESS**

### **Introduction:**

#### **Historical review of the system**

The NZHRA has administered the LVV Fender Exemption Authority Card system concession vigilantly for its members since 1992, using its club and regional Zone Director network to ensure that this privilege is not abused. The system is sometimes criticised as being too restrictive and overly complex, with its conditions of vehicle year, membership period, and use of log books. In considering this issue, it's important to also consider what the options might have been had NZHRA not taken the matter seriously and implemented a robust system. To follow is a brief historical overview of how the system as we know it came to be, as a result of negotiations that took place with the Government over 20 years ago, and some thoughts on how we should be viewing the system we have today as a result of those negotiations and agreements.

#### **The origins of hot rodding**

Firstly, a look at the hobby itself. A hot rod in its most pure form, from hot rodding's inception in the 1930's, was simply defined as a motor vehicle modified in such a way as to increase its performance. Aside from the many mechanical modifications being developed at the time, considerable effort was also put into modifying the overall profile of the bodywork in order to lessen its frontal area. Early hot rodders discovered great benefits in reducing the wind resistance of their cars during their constant quest for higher speed, and removal of all fenders together with the running-boards provided the greatest single available improvement in performance, through both increased aerodynamic efficiency and reduced weight. These weekend race vehicles were also every-day commuters, and this single modification created an obvious and immediate distinction between them and everything else on the road. Subsequently, any fender-less pre-war roadsters, coupes, or sedans were quickly recognised as hot rods by the motoring public of the time.

No other type of enthusiast vehicle the world over can be so distinctively characterised by one single and simple modification. The continued design and construction of fenderless hot rods that emulate or replicate hot rodding's traditional vehicles from the early days of the hobby, is a vital part of hot rodding's heritage and culture.

## The old MOT system

Previous to the establishment of the current LVV Authority Card system in the early 1990s, the only fender exemption system – if you could call it that – was a letter of exemption that could be issued by the Ministry of Transport (MOT) or the NZ Police, that allowed a specified vehicle user to operate the motor vehicle referred to in the letter without mudguards, subject to certain conditions.

The exemption was not restricted to users of any group or membership type, but it limited the use of the vehicle to such an extent that it was illegal to operate the vehicle for any purpose other than travelling to and from bonafide hot rod club events, and for repairs to keep the vehicle roadworthy.

At the time that NZHRA began the negotiations to establish what we now know as the low volume vehicle certification system with the Ministry of Transport in 1989, the NZ Police and the MOT were aware of wide-spread abuse of the exemption letters, principally that the vehicles were being used for much more than just to and from legitimate hot rod club event activities. The exemption letter system had become considered to be too difficult for the Police and the MOT to monitor, and enforce compliance with, and the system therefore, was to be abolished, leaving rigid compliance with Regulation 76 of the 1976 Traffic Regulations. This regulation clearly stated that “No person shall operate a motor vehicle, unless ... it is fitted with a mudguard over each road wheel”. There’s a bit in between that talks about “if it reasonable and practical to do so”, but from the Government’s point of view, it is entirely reasonable and practical for old cars to be fitted with mudguards, because that’s how they were originally manufactured.

## A proposed alternative system rather than abolishment

At the time – around 1991 - NZHRA was leading the way with negotiating with the MOT toward what would become the LVV certification system (as an alternative to the then-proposed Australian Design Rules and Transport Engineers) and had developed a very good relationship with, and had gained considerable credibility with, the MOT. Aware of the difficulties of the fender exemption system of the day, and the intention to close down the ability for genuine enthusiasts to build and drive traditional hot rods, NZHRA entered into additional negotiations with the MOT to gain consideration of an alternative system, rather than scrap the system in its entirety. NZHRA worked to enable the Government officials concerned to gain an appreciation of the historical significance of traditional hot rods that were typically built by returned servicemen throughout the world during the late 1940s and 1950s, and stressed the importance of not losing this important motoring tradition within New Zealand.

There were, are now, and always will be, hot rod enthusiasts who wish to build and drive traditional 1940s-1960s era hot rods, many of which are fenderless. These cars are a direct link to the hobby’s roots, and it is vital that the ability to continue to build and drive such vehicles is maintained, so that future generations will always be able to see and enjoy hot rodding’s heritage in just the same way that it is important that New Zealand’s 19th century architecture is preserved to show us what our country looked like 150 years ago. For this reason, NZHRA now awards the highly-coveted ‘Best Traditional Hot Rod’ award at all national events to recognise excellence in the build of this style of car.

While the NZHRA log book system is an annoyance to some, it is necessary to operate log books in order to enable people to continue to build cars to compete for these awards, whilst minimising the risk of abuse of the system. But back to the problem of 1991.

In order to resolve the monitoring and enforcement issues that the Government was experiencing with the mudguard exemption letter problem, NZHRA proposed that the national hierarchical structure of NZHRA could achieve the desired results for all parties, and without any resources being required from the Government.



NZHRA was (and still is) in a unique situation in NZ, in that it has a national executive committee, a network of member clubs throughout the country, and in essence, 'area managers' in the form of the Executive Committee members who form a direct link between the member clubs and the national association. The structure is set up in such a way that an individual must belong to an NZHRA member club in order to belong to NZHRA, and the member clubs' own internal management structures create a unique situation where the actions of each individual member in the country is effectively overseen at a local level by the member club committees, in turn providing a monitoring and reporting function back to NZHRA at a national level.

The proposal was based on a system whereby NZHRA would issue a fender exemption 'authority card' to members (and vehicles) who met specified criteria, provided that its member clubs undertook the role of endorsing the character of its member and supported (in writing) the application, and then took responsibility for each member it supported by monitoring the behaviour of each member. This would ensure that the system, and the hobby, was not brought into disrepute with the accompanying risk of jeopardising the future of the fender exemption authority card system for everyone.

It was proposed that each authority card would be renewed annually, and the member clubs could, and would be expected to, revoke their endorsement of any member who operated outside of the conditions established by NZHRA. A national structure and network would, therefore, vet each application, and monitor the behaviour of each authority card holder on an ongoing basis. It was thought that this structure could give the Government the necessary confidence that an outside organisation could in fact take responsibility for such a job, and do it well.

### The new system accepted and incorporated within legislation

The system was proposed, accepted in principle, developed, and agreed in legislation through the Land Transport Compliance Rule. It has proven to work very well, with NZHRA and its member clubs taking the situation seriously and doing an excellent job – an obvious outcome given that the ability to continue to have such a system depends entirely on NZHRA's performance in administering it. In other words, NZHRA and its members have everything to lose if they screw up, therefore the job gets done well.

The legal mechanism that gives the system its legal standing is in paragraph 2.4(7)(e) of the Land Transport Vehicle Equipment Rule 2004 (Rule 32017), which states that the only vehicles that can be legally operated without mudguards (apart from a vehicle on a trade plate, a straddle truck or a forklift etc) is "...a motor vehicle for which a valid low volume vehicle authority card has been issued for the vehicle and its operator in accordance with the Low Volume Vehicle Code."

In turn, Annex 5 (Specific purposes covered by a LVV authority card) of the Low Volume Vehicle Code authorises the NZHRA card system by stating "Compliance with Chapter 3, LVV Authority Card, under the Car Construction Manual (CCM) of the New Zealand Hot Rod Association (Inc), covering only those components and systems that do not comply with applicable requirements for general use on the road and valid for a maximum period of 12 months only". Then in turn again, Chapter 3 of the CCM specifies the eligibility criteria that must be met.

Essentially, the LVV Authority Card system administered by NZHRA to enable fenderless hot rods to be built and driven is a means by which certain people are able to drive certain types of vehicles that feature certain characteristics which would otherwise be prohibited by law.

History has shown that the NZHRA and the Government got it right. The clear national structure, hierarchy, conditions, and checking processes that sit behind the authority card system to protect it against abuse have provided a good outcome over two decades, during which time the Government has been able to develop a high degree of confidence in the system.

## In summary

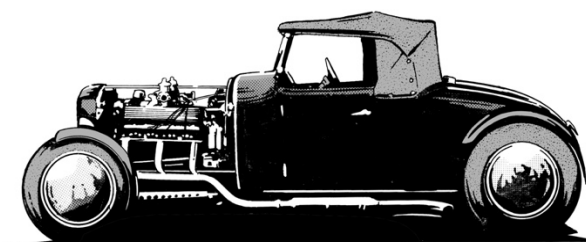
In summary, it's important to understand and remember that this process is the only mechanism by which the Government can be assured that certain vehicles which would ordinarily not be allowed on New Zealand roads, can in fact continue to be built and driven despite having characteristics that would otherwise make them illegal.

This whole issue also has to be considered within the context of the time, and the country we live in. New Zealand, in the 21st century is – like it or not – increasingly focused on safety, environmental, and social issues, including those that relate to motor vehicles. Our regulators are safety-conscious and environment-conscious, sometimes it would seem to the point of being unwilling to allow people to take responsibility for their own actions. There are increasingly greater expectations of vehicle safety for vehicle occupants, other road users, and pedestrians. Whether or not we like or agree with this focus, that's how it is. None of us can change that. We all have to recognise that – and none more-so than those who dislike some details of the NZHRA Fender Exemption system – it's not 1960 anymore.

We have a system that allows us to build and drive traditional hot rods – with few restrictions of use, providing that we drive in a sensible and considerate manner. We need to be happy with the few small inconveniences associated with the system, or accept the only alternative – which is no fender exemption system at all.

## Extension of Authority Card system

In 2006, the scope of NZHRA's LVV Authority Card system was expanded to also cover occupant protection systems. Some street registered vehicles are also used to compete in drag racing events such as NZHRA Closed Road Drag Racing events, or New Zealand Drag Racing Association (Inc) (NZDRA) Sportsman Drag Racing events. Under both organisations' rules of eligibility to compete, some vehicles are required to be fitted with a roll-cage and competition style 4, 5, or 6 point full-harness seatbelts, for additional safety over and above the original vehicle manufacturer's safety systems because of the high speeds attained during the competition events. As these alternative forms of driver restraint are not recognised as one of the seatbelt types approved by Land Transport Rules, this NZHRA Occupant Protection LVV Authority Card system allows for their installation and use when installed and used according to the technical requirements of the NZDRA, for a vehicle that is operated by a person who holds a competition licence, and for which a competition logbook is issued. Note that MotorSport New Zealand offers a parallel system for their members, which includes occupant protection, alternative glazing, and hydraulic handbrakes.



## Form 3A – Fender Exemption (Initial) Application

Note to the applicant: Please complete PARTS 1 and 2 of this application form, and present it to the New Zealand Hot Rod Association (Inc) (NZHRA)-endorsed Low Volume Vehicle Certifier that you have chosen to carry out your LVV certification at the time of your final inspection. Together with this form, present your Vehicle Identification Number (VIN), your letter of support from your NZHRA-Member Club, and your application and processing fee (see NZHRA's website [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee). This form will be completed and forwarded to NZHRA by the LVV Certifier.

### PART 1 – To be completed by the Applicant:

Name:		Date of Birth:	
Address:			
Phone: (hm)	(wk)	(cell)	
NZHRA Club:	(Zone)	(Affiliation #)	
Vehicle: (Make)	(Model)	(Year)	
VIN (chass # if no VIN):		Reg # (if available):	

### PART 2 – Declaration by the Applicant:

In applying for this NZHRA Fender Exemption LVV Authority Card, I agree to abide by the terms and conditions of the approval and issue of an NZHRA Fender Exemption LVV Authority Card, and accept that any breach of these terms and conditions may result in the revocation of my NZHRA Fender Exemption LVV Authority Card, and further, may result in NZHRA's refusal to issue another Authority Card in my name in the future. I declare that the information provided in PART 1 is correct.

Name:	
Signed:	Date:

Ensure that, accompanying this application form, there is:

- either affixed to the vehicle, or provided by way of documentation, the 17-digit VIN (Vehicle Identification Number) for this vehicle (or chassis number if a VIN is not required to be issued); and
- a letter of support from your NZHRA Member Club; and
- the application and processing fee (see NZHRA's website [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee), which may be made by cheque or credit card transaction. Please do not send cash.

*If paying by credit card, please debit my VISA or MASTERCARD (circle applicable card type):*

Card #:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Expiry date:	<input type="text"/>
Name on card:	<input type="text"/>					
Signed:	<input type="text"/>			Date:	<input type="text"/>	

**PART 3 – Declaration by the NZHRA-endorsed LVV Certifier:**

I have inspected the vehicle described in PART 1, and confirm that the vehicle meets the acceptance criteria for the issue of an NZHRA Fender Exemption LVV Authority Card, and that the vehicle has been certified to the Low Volume Vehicle Code, and meets all applicable technical safety requirements.

Name of NZHRA-endorsed LVV Certifier:

Signed:

Date:

Comments:

Contact phone # of NZHRA-endorsed LVV Certifier:

**NZHRA Office use only:**

Fee (see [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee) received by:

Date:

NZHRA receipt #:

Paid by:

LVV certification plate #:

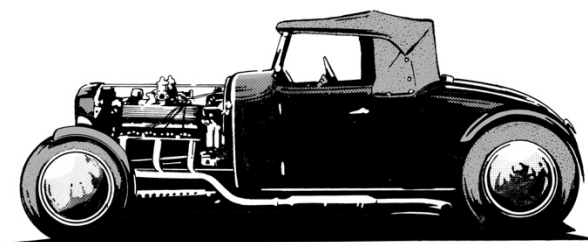
Date received:

Application approved by:

Card #:

Signed:

Date:



### 3.1 Criteria & conditions of Fender Exemption Authority Card

#### **Initial application eligibility:**

1. In order to be eligible for an NZHRA Fender Exemption LVV Authority Card:
  - (a) the applicant must be the registered owner of the vehicle for which the fender exemption is being issued, which must be confirmed by LVVTA at the time of processing the LVV certification plate application; and
  - (b) the applicant must have been an NZHRA-affiliated member of an NZHRA affiliated club for at least 12 months immediately prior to the time of application of NZHRA Fender Exemption LVV Authority Card, which must be confirmed by NZHRA office records; and
  - (c) not less than two duly authorised and current club committee members from the applicant's NZHRA Member Club must confirm the good character of the applicant by endorsing the applicant in writing on a club letterhead, providing their names, club positions, signatures, and date of signing, and in doing so take responsibility for his or her behaviour whilst driving the vehicle in question; and
  - (d) the vehicle for which the fender exemption is being issued must have a tare weight of not more than 1318 kgs (2900 lbs); and
  - (e) the body-style of the vehicle for which the NZHRA Fender Exemption LVV Authority Card is issued must be pre-1935; and
  - (f) the vehicle for which the NZHRA Fender Exemption LVV Authority Card is being issued must have been certified to the Low Volume Vehicle Code by an NZHRA-endorsed LVV Certifier (regardless of the vehicle's construction date).

#### **Continuation of exemption eligibility:**

2. Fenderless vehicle owners must:
  - (a) wherever possible, avoid driving in built-up heavy traffic areas during wet weather; and
  - (b) wherever possible, avoid driving through road-works, or on gravel, or any other surface at any speed or manner that may flick up stones, mud, or debris, over any other motorist or pedestrian; and
  - (c) not drive in any manner or place that may be a nuisance, or cause annoyance or concern to any other road user or pedestrian; and
  - (d) enter not less than two NZHRA-sanctioned events during each year for which a NZHRA Fender Exemption LVV Authority Card is issued, and at each event entered have the log book validated by a duly authorised representative of the host club.

**Renewal:**

3. Annually, each NZHRA Zone Director receives a list of members with exemptions within their zone.
4. All renewals are due on the 31st August annually, regardless of when they were first issued. The NZHRA office will forward an NZHRA Fender Exemption LVV Authority Card Renewal Form, to all members who have an NZHRA Fender Exemption LVV Authority Card. The member is to fill out the Renewal Form and forward it to their relevant Zone Director, together with the log book and appropriate fee. The Zone Director will, where all criteria are met, sign it off, and forward it to the NZHRA office.

**Revocation:**

5. Failure to adhere to any of the rules contained in 3.1 (eligibility and rules) will immediately result in a written warning or notice of revocation from NZHRA. In some cases a member may receive a written warning from the applicable Zone Director stating the specifics of concern, and warning that further misconduct will incur immediate loss of exemption. In the case of a warning from a Zone Director, copies of warnings will be sent to NZHRA and the committee of the member's club. Any further breach after a written warning has been issued will result in immediate revocation of the NZHRA Fender Exemption LVV Authority Card by the NZHRA Office.
6. In the case of a revocation being carried out, official notification will be forwarded to the New Zealand Transport Agency and the New Zealand Police. The vehicle owner has the right to appeal the decision through the NZHRA complaints procedure. The NZHRA Executive Committee at their next quarterly meeting will consider any such appeals and provide a final decision.
7. The New Zealand Hot Rod Association (Inc) reserves the right, and will exercise that right, to immediately revoke any NZHRA Fender Exemption LVV Authority Card from any member who is found to have acted in any way or operated a fenderless hot rod in any way that may bring the NZHRA Fender Exemption LVV Authority Card system into disrepute. This will be done in order to protect the future of the NZHRA Fender Exemption system for the ongoing benefit and enjoyment of its members, present and future, who drive their fenderless hot rods responsibly and considerately.
8. NZHRA Fender Exemption LVV Authority Cards are not transferable either to another vehicle or to any other person.

**3.2 Application procedure for Fender Exemption Authority Card**

To follow is the procedure that is to be applied when an NZHRA member requires an NZHRA Fender Exemption LVV Authority Card. By following this procedure, the process will work smoothly and effectively for everyone involved.

9. Vehicle owner goes to Transport Service Delivery Agent (such as VTNZ, VINZ, or AA) and has a Vehicle Identification Number (VIN) allocated to the vehicle.
10. Vehicle owner obtains a letter of endorsement from his NZHRA member club (refer to 3.1(b) for details).



11. Vehicle owner presents the vehicle to the NZHRA-endorsed LVV Certifier for LVV inspection and certification, also providing to the LVV Certifier Fender Exemption (Initial) Application Form 3A, with PART 1 and PART 2 filled out by the applicant.
12. Upon completion of LVV inspection, the NZHRA-endorsed LVV Certifier signs off Part 3 of the Fender Exemption (Initial) Application Form 3A, and forwards it (together with the letter of endorsement from applicant's Member Club, and applicable fee) to NZHRA for approval and issue. (Note that the VIN must be recorded on the application form, whereas the registration number is not mandatory).
13. NZHRA approves (or declines) the application. If approved, NZHRA forwards to LVVTA a letter of confirmation that the applicant and vehicle has met the criteria and that an authority card will be issued. If declined, that advice is returned to the NZHRA-endorsed LVV Certifier who informs the owner that fenders will be required to be fitted before the LVV certification plate can be affixed.
14. Upon receipt of the Fender Exemption LVV Authority Card letter of confirmation from NZHRA, and the LVV Certification Plate application (with relevant form-sets and supporting documentation) from the NZHRA-endorsed LVV Certifier, LVVTA will manufacture the LVV certification plate, and notify NZHRA of the unique LVV certification plate number.
15. NZHRA will produce the Fender Exemption LVV Authority Card and forward it to the applicant, together with an NZHRA Fender Exemption logbook.
16. LVVTA will engrave the wording "Current NZHRA Fender Authority Card Required" in the Exemptions field of the LVV certification plate, and forward the completed LVV certification plate to the NZHRA-endorsed LVV Certifier.
17. When the LVV certification plate is received, the NZHRA-endorsed LVV Certifier fits it to the vehicle.
18. The owner then presents the vehicle, with LVV certification plate affixed, and the NZHRA Fender Exemption LVV Authority Card, to the TSDA (VTNZ, VINZ, or AA) for entry certification.

Note 1: The processing of applications for NZHRA Fender Exemption LVV Authority Cards is to be handled by Category 1D LVV Certifiers who are endorsed by the NZ Hot Rod Association for the purpose of NZHRA Fender Exemption LVV Authority Card applications, as listed on NZHRA's website, [www.hotrod.org.nz](http://www.hotrod.org.nz).

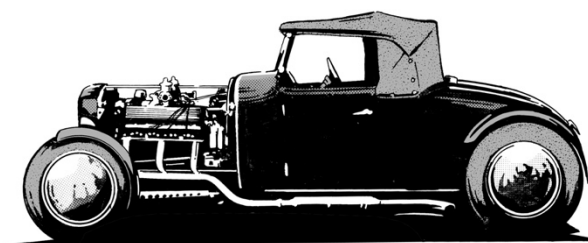
Note 2: Renewals of NZHRA Fender Exemption LVV Authority Cards, after being issued to the vehicle owner by the NZHRA Secretary, are to be given by the vehicle owner (once filled out) to the relevant NZ Hot Rod Association Zone Director for approval, who will then (assuming approval is given) forward the renewal form to NZHRA for processing.

Note 3: If a fenderless vehicle is subsequently fitted with fenders, a replacement LVV certification plate will need to be arranged for the owner, by an NZHRA-endorsed LVV Certifier.

Note 4: If a fenderless vehicle is already LVV certified, and a new owner needs to obtain a fender exemption authority card, the vehicle must be inspected by an NZHRA-endorsed LVV Certifier to ensure that the vehicle matches the details listed on the LVV certification plate, and continues to meet all applicable technical safety requirements.

Note 5: Where a spouse, son, etc also wishes to apply for an NZHRA Fender Exemption LVV Authority Card, they may do so, but must meet all of the requirements specified in 3.1(b) to 3.1(f).

Note 6: Where a vehicle is owned by a trust, business, or similar, proof must be provided that the applicant is a share-holder of the trust, business, or similar.



## Form 3A-R – Fender Exemption (Renewal) Application

Note to the applicant: Please complete PARTS 1 and 2 of this application form, and present it to your NZHRA Zone Director. Together with this form and your log-book, attach your application and processing fee (see NZHRA's website [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee).

This form will be completed and forwarded to NZHRA by your NZHRA Zone Director.

PART 1 – To be completed by the Applicant:			
Name:		Date of Birth:	
Address:			
Phone: (hm)	(wk)	(cell)	
NZHRA Club:		(Zone)	(Affiliation #)
Vehicle: (Make)	(Model)	(Year)	
VIN (chass # if no VIN):		Reg # (if available):	
LV Certification Plate #:		Fender Exemption Authority Card #:	

PART 2 – Declaration by the Applicant:	
<p>In applying for the renewal of this NZHRA Fender Exemption LVV Authority Card, I agree to continue abiding by the terms and conditions of the approval and issue of an NZHRA Fender Exemption LVV Authority Card, and accept that any breach of these terms and conditions may result in the revocation of my NZHRA Fender Exemption LVV Authority Card, and further, may result in NZHRA's refusal to issue another Authority Card in my name in the future.</p> <p>I declare that the information provided in PART 1 is correct.</p>	
Name:	
Signed:	Date:

Ensure that, accompanying this application form, there is the application and processing fee of (see NZHRA's website [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee), which may be made by cheque or credit card transaction. Please do not send cash.

*If paying by credit card, please debit my VISA or MASTERCARD (circle applicable card type):*

Card #:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Expiry date:	<input type="text"/>
Name on card:	<input type="text"/>					
Signed:	<input type="text"/>			Date:	<input type="text"/>	

**PART 3 – Declaration by the NZHRA Zone Director:**

I believe that both the NZHRA member and the vehicle described in PART 1 continue to meet the approval and issue conditions of an NZHRA Fender Exemption LVV Authority Card, and I am not aware of any reason why the applicant's application for renewal should not be granted.

Name of NZHRA Zone Director:

Signed:

Date:

Comments:

**NZHRA Office use only:**

Fee (see [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee) received by:

Date:

NZHRA receipt #:

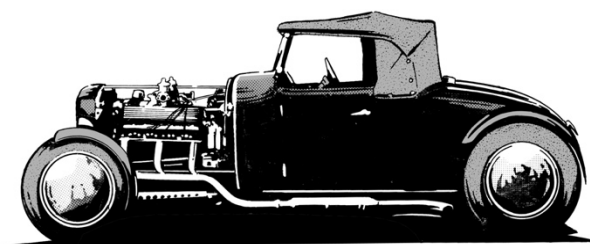
Paid by:

Renewal application approved by:

Card #:

Signed:

Date:



## Form 3B – Occupant Protection (Initial) Application

Notes to the applicant:

- All queries relating to this process must be directed to the New Zealand Drag Racing Association (NZDRA) office 0800 469 372.
- Please complete PARTS 1 and 2 of this application form, and present it to the New Zealand Drag Racing Association (Inc) (NZDRA) Tech Inspector that you have chosen to carry out your Tech Inspection. Together with this form, present your vehicle's competition logbook, and processing fee (see NZHRA's website [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee). This form will be completed and forwarded to NZHRA by the NZDRA Tech Inspector.

### PART 1 – To be completed by the Applicant:

Name (must be driver of vehicle):

Address:

Phone: (hm)

(wk)

(cell)

Vehicle: (Make)

(Model)

(Year)

VIN (chass # if no VIN):

NZDRA/NZHRA Competition Licence #:

NZDRA/NZHRA Logbook #:

Competition classification (class):

Best ET/MPH (or KPH):

Occupant protection systems to which NZHRA Occupant Protection Authority Card applies:

☐ NZDRA-approved competition Roll-cage

☐ NZDRA-approved competition Full-harness Seatbelts

### PART 2 – Declaration by the Applicant:

In applying for this NZHRA Occupant Protection LVV Authority Card, I agree to operate this motor vehicle in a legal and considerate manner whilst on public roads, and I accept that operating this vehicle in any way that could bring the NZHRA's LVV Authority Card system into disrepute may result in the revocation of my NZHRA Occupant Protection LVV Authority Card, and further, may result in NZHRA's refusal to issue another Authority Card in my name again in the future.

I intend to compete in not less than two competition drag racing events annually hosted by either NZHRA or NZDRA, and understand that failure to do this will result in the application for renewal of my NZHRA Occupant Protection LVV Authority Card being declined.

I declare that the information provided in PART 1 is correct.

Name:

Signed:

Date:

Ensure that, accompanying this application form, there is:

- the vehicle's competition logbook; and
- the application and processing fee (see NZHRA's website [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee) which may be made by cheque or credit card transaction. Please do not send cash.

*If paying by credit card, please debit my VISA or MASTERCARD (circle applicable card type):*

Card #:           Expiry date: \_\_\_\_\_

Name on card: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### PART 3 – Declaration by the NZDRA Tech Inspector:

I have inspected the vehicle specified in PART 1, and confirm that the vehicle is required by its NZDRA classification and the technical requirements applicable to that classification, to be fitted with roll-protection and full-harness seatbelts.

Further, the vehicle specified in PART 1 meets all applicable technical safety requirements as set out in the applicable NZDRA Safety Regulations section of the NZDRA Rulebook, as summarized in the tables below.

Name of NZDRA Tech Inspector: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

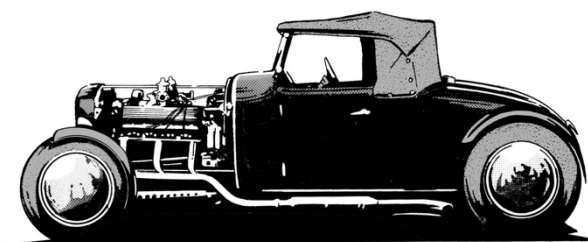
NZDRA-APPROVED COMPETITION ROLL-CAGE			
Requirements	Comment	√	X
▪ Correct material specification			
▪ Correct design of roll-cage			
▪ Quality of roll-cage construction			
▪ Correct positioning within vehicle			
▪ Correct attachment to vehicle structure			
▪ Correct padding (type of material, and areas covered)			
▪ Adequate head-space			
▪ Ability to enter and exit			
▪ No impairment of vision			
Comments: _____			



NZDRA-APPROVED COMPETITION FULL-HARNESS SEATBELTS			
Requirements	Comment	√	X
▪ Recognised manufacturer (specify)			
▪ Meets approved standard (specify)			
▪ Not older than 5 years old or 3 years old (as applicable)			
▪ Condition of webbing			
▪ Correct anchorage design			
▪ Correct positioning of anchorages			
▪ Operation of latching system			
▪ Ability to reach vehicle controls when strapped in			
Comments:			
.....			

PART 4 - New Zealand Drag Racing Association Office use only:	
Application approved by (NZDRA Executive Officer):	
Signed:	Date:

New Zealand Hot Rod Association Office use only:	
Fee (see <a href="http://www.hotrod.org.nz">www.hotrod.org.nz</a> for the current fee) received by:	Date:
NZHRA receipt #:	Paid by:
LVV certification plate #:	Date received:
Application approved by:	Card #:
Signed:	Date:



### 3.3 Criteria & conditions of Occupant Protection Authority Card

Note that the following technical requirements contained in 3.3(1) and 3.4 are those of the New Zealand Drag Racing Association (NZDRA), and are from the NZDRA Rulebook.

#### **Vehicles required to be fitted with a roll-cage and a full-harness seatbelt:**

1. A roll-cage is required by competition regulations to be fitted to the following vehicles:
  - (a) for all open cars under 13.00 seconds, and those running slicks, a minimum of a 4-point roll-bar is required;
  - (b) for vehicles under 12.0 seconds where monocoque construction has been modified, and all vehicles 11.99 seconds to 11.00 seconds, a minimum of a 4-point roll-bar is required;
  - (c) all vehicles under 11.0 seconds as follows:
    - (i) 10.99 seconds to 10.00 seconds, a minimum of a 5-point roll-bar; and
    - (ii) 9.99 seconds and quicker, a 6-point minimum roll-cage.
2. A minimum of a 4-point 75 mm (3") quick-release safety harness is required in all cars with a roll-bar or roll-cage.

#### **Renewal:**

3. Annually, the NZHRA office will forward an NZHRA Occupant Protection LVV Authority Card Renewal Form to all NZHRA and NZDRA competitors who have an NZHRA Occupant Protection LVV Authority Card. All renewals are due on the 31st August annually regardless of when they were first issued.
4. The NZHRA or NZDRA competitor is to fill out the NZHRA Occupant Protection LVV Authority Card Renewal Form and return it to the NZHRA office with the correct fee.

#### **Revocation:**

5. The New Zealand Hot Rod Association (Inc) reserves the right, and will exercise that right, to immediately revoke any NZHRA Occupant Protection LVV Authority Card from any NZHRA or NZDRA competitor who is found to have operated a vehicle in any way that may bring the NZHRA Occupant Protection LVV Authority Card system into disrepute. This will be done in order to protect the future of the NZHRA Occupant Protection system for the ongoing benefit and enjoyment of NZHRA and NZDRA competitors, current and future, who operate their dual-purpose race-road vehicles responsibly and considerately.
6. In the case of a revocation being carried out, official notification will be forwarded to the New Zealand Transport Agency and the New Zealand Police. The vehicle owner has the right to appeal the decision through the NZHRA complaints procedure. The NZHRA Executive Committee at their next quarterly meeting will consider any such appeals and provide a final determination.

7. NZHRA Occupant Protection LVV Authority Cards are not transferable either to another vehicle or to any other person.

### 3.4 Technical requirements for rollbars, roll-cages, and full-harness seatbelts

Note that no vehicles for which an NZHRA Occupant Protection LVV Authority Card is issued, regardless of whether the vehicles are two-door or four-door vehicles, may be fitted with a rear seat. This is because of the risk of roll-bar head-strike for rear seat occupants.

#### **Rollbar design:**

8. Dimensions - All rollbars must be within 150 mm (6") of the rear, or side, of the driver's head, extend in height at least 75 mm (3") above the driver's helmet with driver in normal driving position, and at least as wide as the driver's shoulders or within 25 mm (1") of the driver's door.
9. Must be adequately supported or cross braced to prevent forward or lateral collapse of rollbar in case of spin out, collision or upset.
10. Braces must intersect with the rollbar at a point not more than 125 mm (5") from the top of the roll bar. 10.99 to 10.00, a side bar must be included on driver's side and must pass the driver at a point midway between the shoulder and elbow.
11. All rollbar structures must have in their construction a cross-bar for seat bracing and as the shoulder harness attachment point, the cross-bar must be installed no more than 100 mm (4") below, and not above, the driver's shoulders or to side-bar.

#### **Rollbar material and construction:**

12. Material - Low carbon (mild) steel tubing is recommended for all types of rollbar construction. Braces must be of same diameter and wall thickness as the rollbar.
13. All chrome-moly welding must be done by approved TIG Heliarc process; mild steel welding is recommended to be MIG or TIG. Welding must be free of slag and porosity. Flush grinding welds prohibited.
14. Due to variations in wall thickness of drawn tubing, competitors are recommended to make allowance in construction (e.g. 3.2 mm [9/64"] wall thickness, in preference to 3.0 mm [1/8"] minimum).

#### **Rollbar attachment:**

15. Rollbar must be fully welded or fastened to the frame or frame structure; if car has no frame, a 150 x 150 x 3 mm (6" x 6" x 1/8") steel plate (or a different configuration of the same area) welded to floor, or top and bottom of floor securely bolted together with at least four 10 mm (13/32") bolts and nuts.

#### **Roll-cage design:**

16. All cage structures must be designed to protect the driver from any angle, 360 degrees.

17. Dimensions - On all full tube cars, and recommended for all other roll cages, when driver is in driving position, if helmet is forward of main hoop, a helmet bar is required. If no part of the helmet is located forward of the main hoop then a funny car roll-cage with a minimum of four points of attachment must be used.
18. The side-bar must pass the driver at a point midway between the shoulder and elbow, (passenger side bar required). All roll-cage structures must have in their construction a cross-bar for seat bracing and as the shoulder harness attachment point, cross-bar must be installed no more than 100 mm (4") below, and not above, the driver's shoulders or to side-bar.

#### **Roll-cage material and construction:**

19. Material - It is recommended that all cage welds be gusseted. All chrome-moly welding must be done by approved TIG Heliarc process; mild steel welding is recommended to be MIG or TIG. Welding must be free of slag and porosity.
20. No tubing will be accepted as chrome-moly that does not bear the 4130 markings. Reynolds 531 tube may be used in place of chrome-moly, with proof of tubing specification required in all cases. Japanese chrome-moly substitute will not be accepted. All tubing in all rollbars and roll-cages except section "A" must be minimum 41 mm x 3 mm (1 5/8" x 1/8") mild steel or 2 mm (.083 thou") chrome-moly. Section "A" may be 32 mm (1 1/4 "). (Refer to the NZDRA rulebook for diagrams that show 'A' sections).
21. Due to variations in wall thickness of drawn mild steel tubing, competitors are recommended to make allowance in construction, (e.g. 3.2 mm [9/64"] wall thickness in preference to 3.0 mm [1/8"] minimum).

#### **Full-harness seatbelts:**

22. All seatbelt/harnesses must be securely fastened to the frame, cross-member or reinforced mounting of the vehicle so that the fittings are in direct line with the direction of pull.
23. Any mounting through light panelling such as a stock floor panel is inadequate and will not be permitted without further reinforcement. Where belt fasteners are mounted through such panelling, a plate of no less than 2500 sq mm x 6 mm thickness (2 sq" x 1/4") per mounting must be inserted between the outer face of the panelling and belt fastener.
24. All corners and edges of the reinforcing plates must be radiused.
25. Mounting shall be accomplished with a minimum of grade 8.8 metric (grade-5 imperial) bolts at a diameter recommended by the belt manufacturer or 12 mm (7/16") where no recommendation exists. Mounting bolts inserted through belt webbing is prohibited.
26. Shoulder harnesses must be mounted in a manner to prevent them slipping off the shoulders.
27. All points of the seatbelt must be connected in the designed manner at all times when in use and each belt adjusted to give constant firm support to the wearer.

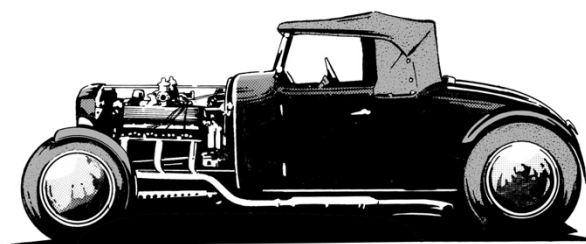
28. Belts must be maintained in good condition and discarded at any sign of belt fraying, nicks or cuts. Any belt deterioration or loss of material colour due to over exposure to sunlight or corrosive chemicals also mandates full replacement.
29. All latching and mounting hardware to be maintained in perfect operating condition.

### 3.5 Application procedure for Occupant Protection Authority Card

To follow is the procedure to be applied when an NZHRA or NZDRA competitor requires an NZHRA Occupant Protection LVV Authority Card. By following this procedure, the process will work smoothly and effectively for everyone involved.

30. NZHRA or NZDRA competitor fills out PART 1 and PART 2 of the NZHRA Occupant Protection LVV Authority Card Application Form.
31. NZHRA or NZDRA competitor presents the vehicle to the NZDRA Tech Inspector for its tech inspection against the applicable technical and safety requirements of the NZDRA, as specified in section 3.4. Upon completion of NZDRA tech inspection and subsequent approval, the NZDRA Tech Inspector fills out and signs-off the NZDRA Annual Tech Inspection Form, issuing the NZHRA or NZDRA competitor with the pink and white copies of the form.
32. The NZDRA Tech Inspector then carries out the NZHRA Occupant Protection LVV Authority Card Application Form check, and fills out PART 3 of the NZHRA Occupant Protection LVV Authority Card Application Form. The NZDRA Tech Inspector gives the NZHRA Occupant Protection LVV Authority Card Application Form back to the NZHRA or NZDRA competitor.
33. The NZHRA or NZDRA competitor then forwards the white copy of the NZDRA Annual Tech Inspection Form, and the NZHRA Occupant Protection LVV Authority Card Application Form (together with the application fee) to the NZDRA Executive Officer. Do not post – courier only.  
  
The competitor should retain the pink copy in case he or she ever loses their logbook – the pink copy will enable a new logbook to be issued without a new tech inspection.
34. The Executive Officer of NZDRA confirms that all criteria are met by the competitor, completes PART 4 of the NZHRA Occupant Protection LVV Authority Card Application Form, and forwards the form to NZHRA for approval and production of the NZHRA Occupant Protection LVV Authority Card.
35. NZHRA approves (or declines) the application, produces the NZHRA Occupant Protection LVV Authority Card and returns the Authority Card to the NZDRA. (If declined, that advice is returned to the NZDRA who informs the competitor that the application has been declined).
36. The NZDRA forwards the NZHRA Occupant Protection LVV Authority Card to the NZHRA or NZDRA competitor, together with their competition logbook.
37. The vehicle owner is responsible for ensuring that the vehicle for which the Occupant Protection Authority Card is issued, has a valid LVV Certification Plate with “Current NZHRA Authority Card required” engraved in the Exemption field of the Plate. Owners of vehicles with an LVV certification plate already issued can arrange for a new LVV certification plate with wording by contacting an NZHRA-endorsed LVV Certifier.

- Note 1: The safety tech inspection for NZHRA Occupant Protection LVV Authority Cards is to be handled by any NZDRA Tech Inspector. These are listed, together with the contact details, on the NZDRA website, [www.nzdra.co.nz](http://www.nzdra.co.nz).
- Note 2: If the NZHRA or NZDRA competitor already has a competition logbook, he or she is to return this to their Tech Inspector with their vehicle and pink copy of their Tech Inspection form. The Tech Inspector will validate the vehicle and the competitor's pink copy against his own file yellow copy, then apply the process starting at step 3.
- Note 3: Applications for renewals of NZHRA Occupant Protection LVV Authority Cards are to be made in the same way as the initial application, coinciding with the annual tech inspection and competition logbook renewal, using the NZHRA Occupant Protection LVV Authority Card Renewal Application Form.





## Form 3B-R – Occupant Protection (Renewal) Application

Note to the applicant:

- All queries relating to this process must be directed to the New Zealand Drag Racing Association (NZDRA) office 0800 469 372.
- Please complete PARTS 1 and 2 of this application form, and present the form to your NZDRA Tech Inspector, coinciding with your annual Tech Inspection. Together with this form, send your pink copy of your NZDRA Annual Tech Inspection Form, your vehicle's competition logbook, and processing fee (see NZHRA's website [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee). Send this only by courier – do not post.

### PART 1 – To be completed by the Applicant:

Name (must be driver of vehicle):

Address:

Phone: (hm)

(wk)

(cell)

Vehicle: (Make)

(Model)

(Year)

VIN (chass # if no VIN):

Reg # (if available):

NZDRA/NZHRA Competition License #:

NZDRA/NZHRA Logbook #:

Competition classification (class):

Best ET/MPH (or KPH):

Occupant protection systems to which NZHRA Occupant Protection Authority Card applies:

☐ NZDRA-approved competition Roll-cage

☐ NZDRA-approved competition Full-harness Seatbelts

### PART 2 – Declaration by the Applicant:

In applying for the renewal of this NZHRA Occupant Protection LVV Authority Card, I agree to operate this motor vehicle in a legal and considerate manner whilst on public roads, and I accept that operating this vehicle in any way that could bring the NZHRA's LVV Authority Card system into disrepute may result in the revocation of my NZHRA Occupant Protection LVV Authority Card, and further, may result in NZHRA's refusal to issue another Authority Card in my name again in the future.

I declare that the information provided in PART 1 is correct.

Name:

Signed:

Date:

Ensure that, accompanying this application form, there is:

- the vehicle's competition logbook; and
- the application and processing fee (see NZHRA's website [www.hotrod.org.nz](http://www.hotrod.org.nz) for the current fee) which may be made by cheque or credit card transaction. Please do not send cash.

*If paying by credit card, please debit my VISA or MASTERCARD (circle applicable card type):*

Card #:           Expiry date: \_\_\_\_\_  
 Name on card: \_\_\_\_\_  
 Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### PART 3 – Declaration by the NZDRA Tech Inspector:

I have inspected the vehicle specified in PART 1, and confirm that the vehicle is required by its NZDRA classification and the technical requirements applicable to that classification, to be fitted with roll-protection and full-harness seatbelts.

Further, the vehicle specified in PART 1 meets all applicable technical safety requirements as set out in the applicable NZDRA Safety Regulations section of the NZDRA Rulebook, as summarized in the tables below.

Name of NZDRA Tech Inspector: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### NZDRA-APPROVED COMPETITION ROLL-CAGE

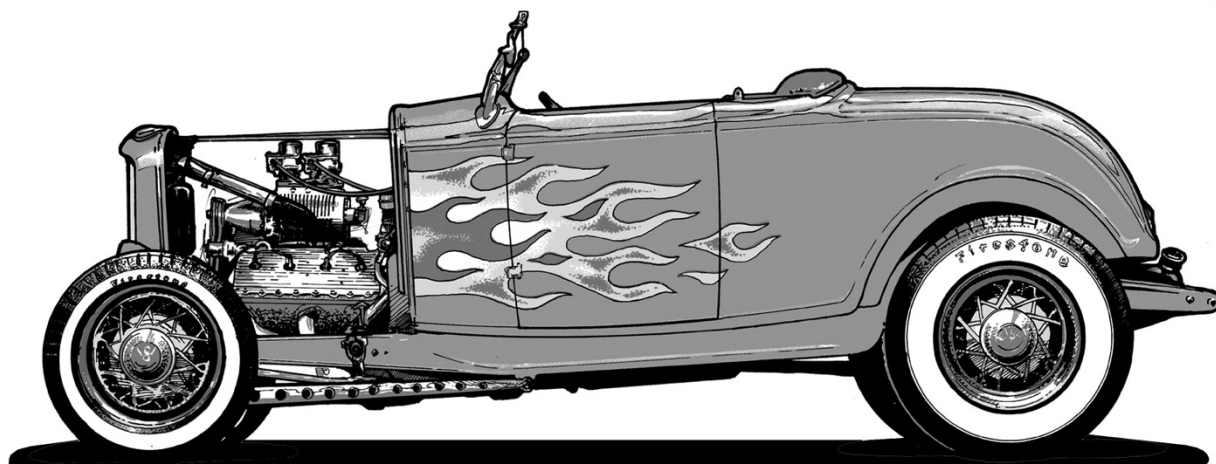
Requirements	Comment	√	X
▪ Correct material specification			
▪ Correct design of roll-cage			
▪ Quality of roll-cage construction			
▪ Correct positioning within vehicle			
▪ Correct attachment to vehicle structure			
▪ Correct padding (type of material, and areas covered)			
▪ Adequate head-space			
▪ Ability to enter and exit			
▪ No impairment of vision			
Comments: _____ _____			

NZDRA-APPROVED COMPETITION FULL-HARNESS SEATBELTS			
Requirements	Comment	✓	X
▪ Recognised manufacturer (specify)			
▪ Meets approved standard (specify)			
▪ Not older than 5 years old or 3 years old (as applicable)			
▪ Condition of webbing			
▪ Correct anchorage design			
▪ Correct positioning of anchorages			
▪ Operation of latching system			
▪ Ability to reach vehicle controls when strapped in			
Comments:			

PART 4 - New Zealand Drag Racing Association Office use only:	
Application approved by (NZDRA Executive Officer):	
Signed:	Date:

New Zealand Hot Rod Association Office use only:	
Fee (see <a href="http://www.hotrod.org.nz">www.hotrod.org.nz</a> for the current fee) received by:	Date:
NZHRA receipt #:	Paid by:
Application approved by:	Card #:
Signed:	Date:

□



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