



Some Clubs recognised by the Registrar of Motor Vehicles seem to have forgotten the requirement of submitting their Log Book Return sheets to the Federation in a timely manner as stipulated in Clause 2.30 of the Code of Practice for Historic, Left Hand Drive and Street Rod Vehicles 2017.

2.30 The club must forward copies of log book annual return sheets to the issuing body each calendar year.

Coupled with this, it has come to light that clubs (but to a much lesser degree) are not keeping records of MR334 forms and log books issued to their members. These requirements are highlighted in Clause 2.35 of the Code.

2.35 Recognised motor vehicle clubs are required to maintain records of the following documents for five years from the date of the document:

- all vehicles for which an MR334 Scheme application form has been issued;
- duplicate copies of all MR334 Scheme application forms issued;
- all log books issued by the club to financial members;
- any other documents related to the club's administration of the Scheme including but not limited to membership records, minutes of meetings etc.

Clubs are reminded that the Code of Practice is not an ornament on the bookshelf, but a working document to guide Clubs and their Authorised Persons in the fulfilment of their roles. The failure to keep adequate records may result in the Registrar withdrawing recognition of a club for the purposes of the scheme. Refer Clause 2.36 of the Code.

2.36 The Department may perform audits of recognised clubs' records periodically to ensure that the clubs' record keeping requirements are met. Clubs must also provide copies of such records to the Department upon reasonable request. Failure to keep adequate records may result in the Registrar withdrawing recognition of a club for the purposes of the Scheme.

The Federation also has a responsibility under Clause 4.15, among others, to advise the Registrar of clubs that are not complying with the Code. This has been reinforced recently by a situation now resolved.

4.15 The **Federation of Historic Motoring Clubs SA Inc** is responsible for the following functions in relation to the Scheme:

- advising the Registrar of vehicles that are registered through this Scheme and clubs that are not complying with this Code.

Any backlog of log book returns will be addressed by the Log Book Manager of the Federation at the time of a submission of a log book order for new log books. Clubs are asked to ensure their Log Book Returns are current and do not fall beyond the annual submission mentioned in Clause 2.30 of the Code of Practice.

The above applies equally to the Recognised Clubs that are not affiliated with the Federation.