

Managing Active Vehicles

27/03/2025 5:42 pm AEDT

In this article, you will learn how to manage your Logmaster's active vehicles. The sections below will walk you through each feature and function. Click on the appropriate links to jump into the desired topic:

- [Add Vehicles](#)
- [View Active Vehicles List](#)
- [View Vehicles](#)
- [Edit Vehicles](#)
- [Disable Vehicles](#)
- [Mark Defected Vehicles](#)
- [Mass](#)
- [Move Vehicle](#)
- [Add Vehicle Configuration](#)
- [Download All Vehicles](#)
- [View Vehicles - Mass Compliance](#)
- [Vehicles - Mass Compliance Add/Remove Axle Groups](#)
- [Generate Vehicle Reports](#)
- [Import Vehicles](#)
- [Download Vehicle CSV Template](#)

Add Vehicles

This section will guide you on how to add new vehicles to your Logmaster account.

1. In the **Business Navigation Menu**, click **Vehicles** and select **Vehicles List**.

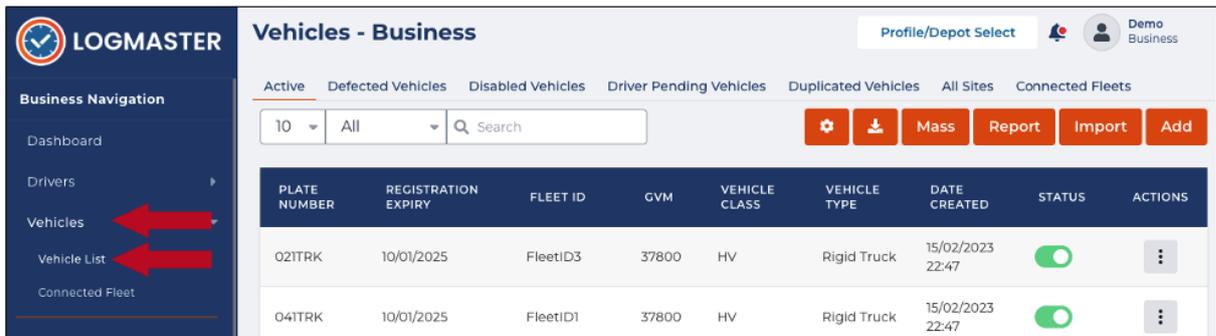


PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
02ITRK	10/01/2025	FleetID3	37800	HV	Rigid Truck	15/02/2023 22:47	<input checked="" type="checkbox"/>	⋮
04ITRK	10/01/2025	FleetID1	37800	HV	Rigid Truck	15/02/2023 22:47	<input checked="" type="checkbox"/>	⋮

2. You will be directed to the **Vehicles—Business** page. When you access this page, the **Active** tab is open by default.

Vehicles - Business Profile/Depot Select Demo Business

Active
 Defected Vehicles
 Disabled Vehicles
 Driver Pending Vehicles
 Duplicated Vehicles
 All Sites
 Connected Fleets

10 ▾ All ▾

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
021TRK	10/01/2025	FleetID3	37800	HV	Rigid Truck	15/02/2023 22:47	<input checked="" type="checkbox"/>	
041TRK	10/01/2025	FleetID1	37800	HV	Rigid Truck	15/02/2023 22:47	<input checked="" type="checkbox"/>	

3. Find and click the **Add** button to access the **Add Vehicle** window.

4. In the **Add Vehicle** window, specify the following information:

Add Vehicle ✕

Plate Number

Registration Expiry

GVM (Tonnes)

Drive Vehicle
 Yes No

Concrete Agitator
 Yes No

Livestock Vehicle
 Yes No

VIN (Optional)

Fleet ID (Optional)

Vehicle Class
 Heavy Vehicle (12t and greater)
 Medium Vehicle (4.5t to Less than 12t)
 Light Vehicle (Less than 4.5t)

Vehicle Type
 ▾

Show All Fields

Field	Instructions
Plate Number	Enter the Vehicle Plate Number.
Registration Expiry	Specify the registration expiration date by clicking the Calendar icon and setting the date manually.
GVM (Tonnes)	Enter the Gross Vehicle Mass in tonnes.
Drive Vehicle	Click the radio button of the appropriate value.
Concrete Agitator	Click the radio button of the appropriate value.
Livestock Vehicle	Click the radio button of the appropriate value.
VIN (Optional)	Enter the Vehicle Identification Number.
Fleet ID (Optional)	Enter the Vehicle's fleet ID.

Vehicle Class	Click the radio button of the appropriate value.
Vehicle Type	Click the drop-down arrow to select the vehicle type.
Show All Fields	<p>Enabling this option will display all configuration fields including:</p> <ul style="list-style-type: none"> ◦ Front Couplings (Optional) ◦ Rear Couplings (Optional) ◦ Power Couplings (Optional) ◦ Brake System Type (Optional) ◦ Brake Foundation (Optional) ◦ Supply Voltage to Trailer (Optional) ◦ Suspension (Optional) ◦ LSV, ABS, EBS, T-EBS Brake System Supplier (Optional) ◦ Trailer SARN, Trailer Brake Control System Reference Number (Optional) ◦ Comments (Optional)

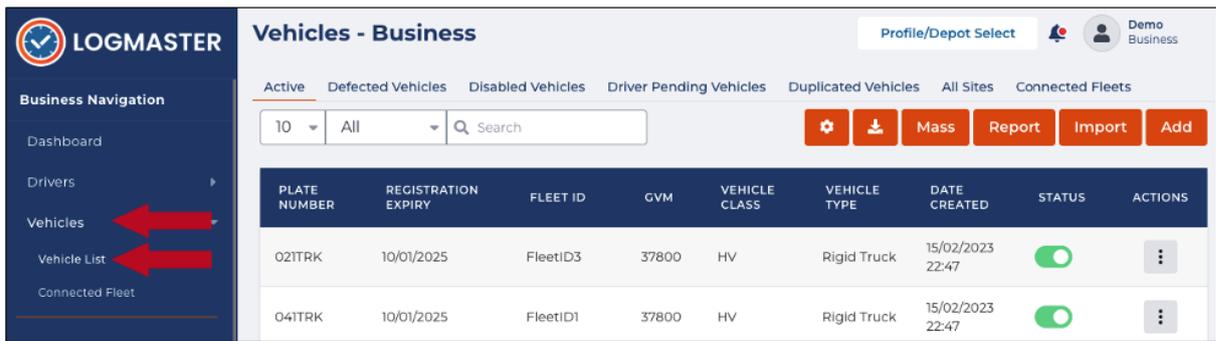
5. After specifying the vehicle details, click the **Submit** button to add the vehicle.

The screenshot shows a form with three main elements: a 'Vehicle Type' dropdown menu with 'Medium Rigid Truck' selected, a 'Show All Fields' toggle switch which is currently turned off, and a large orange 'Submit' button. A red arrow points from the dropdown menu down to the 'Submit' button, indicating the next step in the process.

View Active Vehicles List

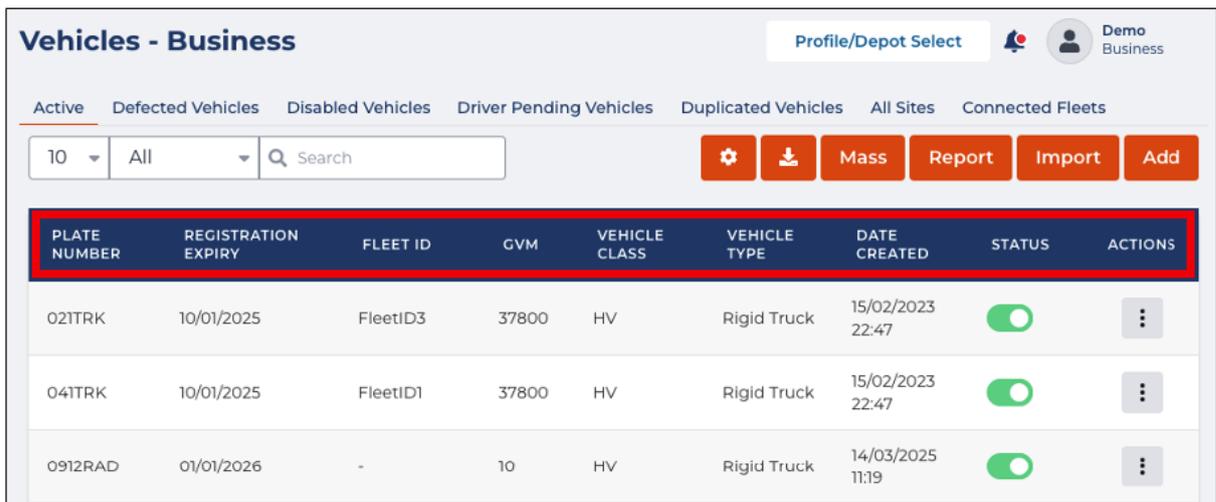
This section will guide you through accessing and viewing the active vehicles list, which provides vehicle information at a glance.

1. In the **Business Navigation Menu**, click **Vehicles** and select **Vehicles List**.



2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.

3. The **Active** tab displays the list of vehicles with the following information:



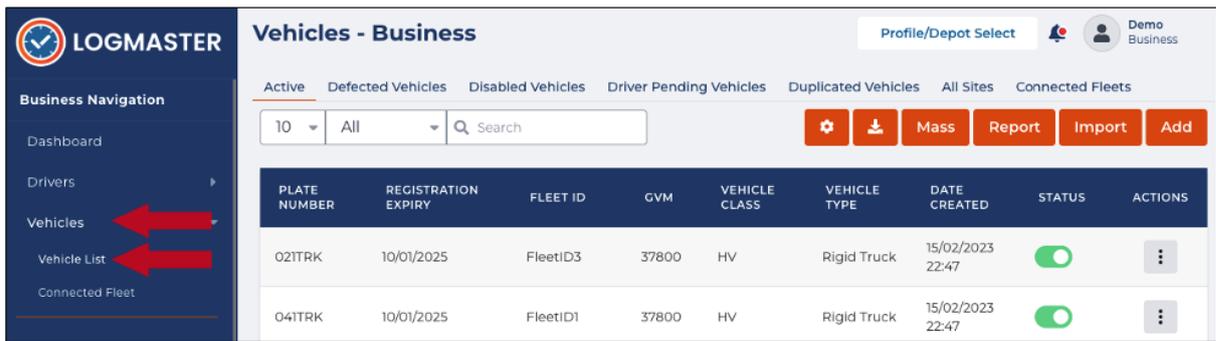
- Plate Number
- Registration Expiry
- Fleet ID
- GVM (Gross Vehicle Mass)
- Vehicle Class
- Vehicle Type
- Date Created Status

4. You can also filter the vehicles by Non-Drive and Drive filters and use the Search field to narrow your search. Lastly, you can set the display to show the number of vehicles by 10, 20, or 50.

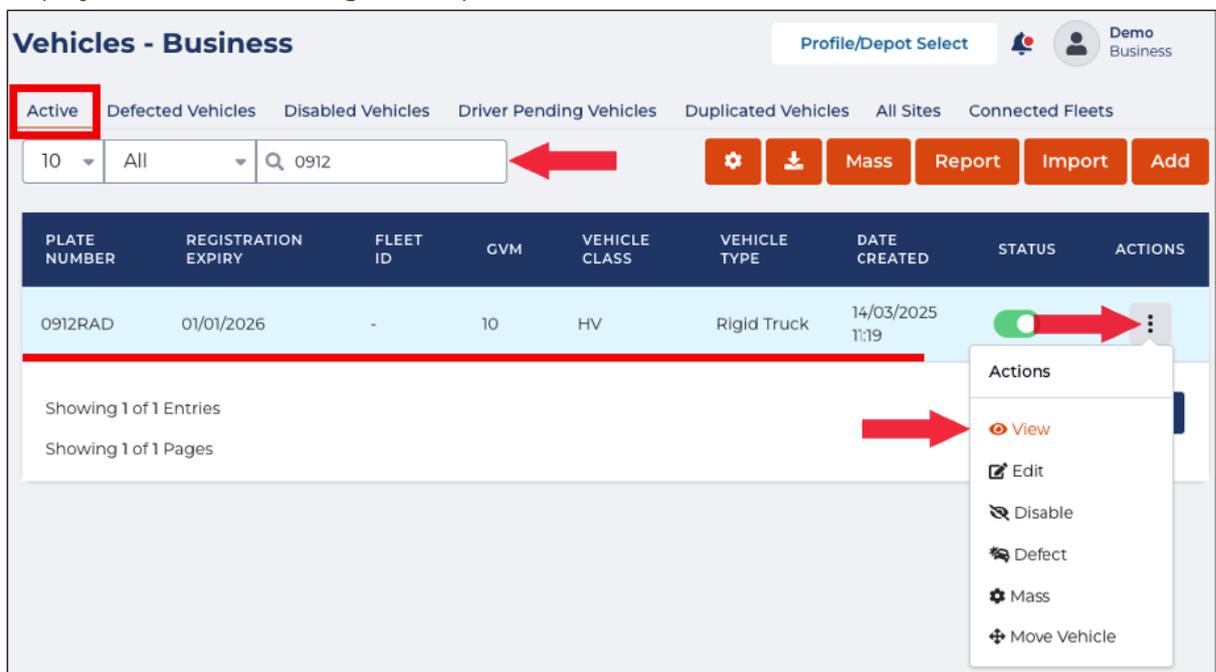
View Vehicles

This section will guide you in viewing a particular vehicle and accessing all its information.

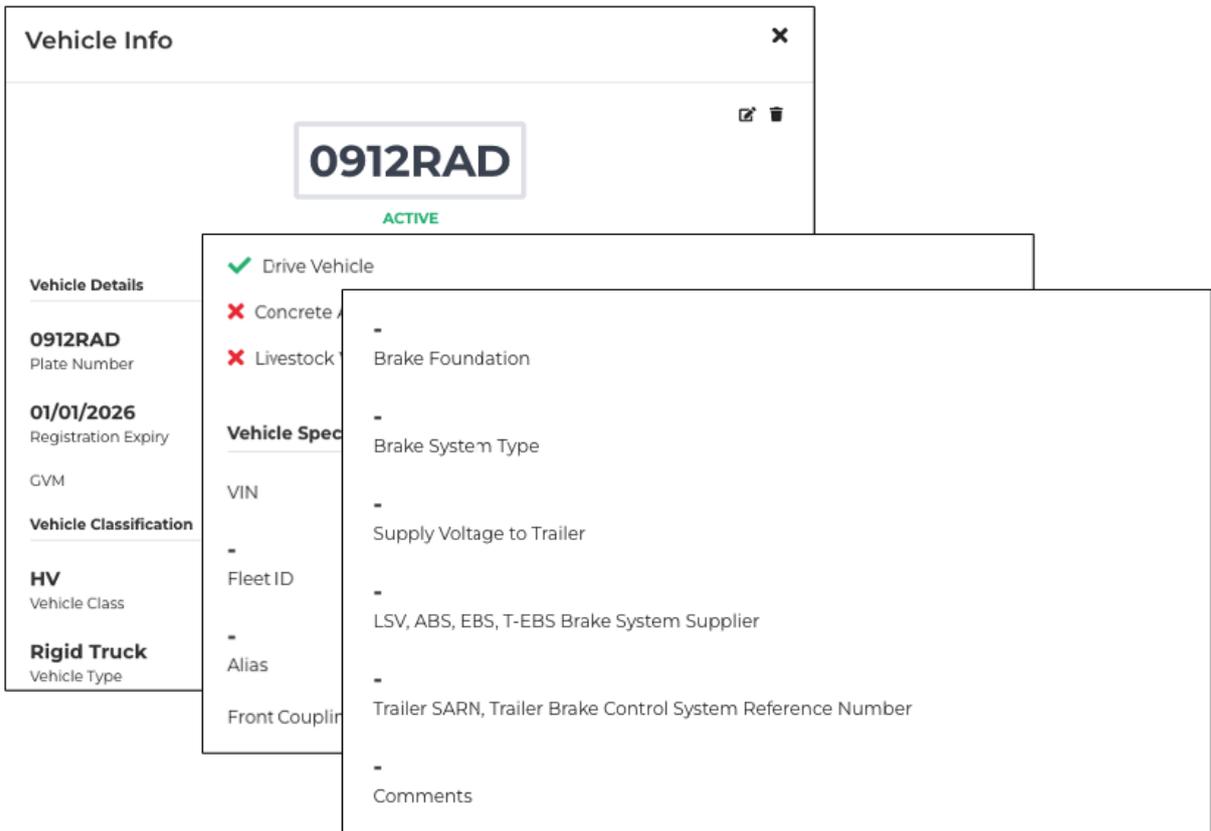
- In the **Business Navigation Menu**, click **Vehicles** and select **Vehicles List**.



- You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.
- Search/filter the list using the **Search** field to view active vehicles. You can also set the list display to 10, 20, or 50 using the drop-down arrow beside the **Search** field.



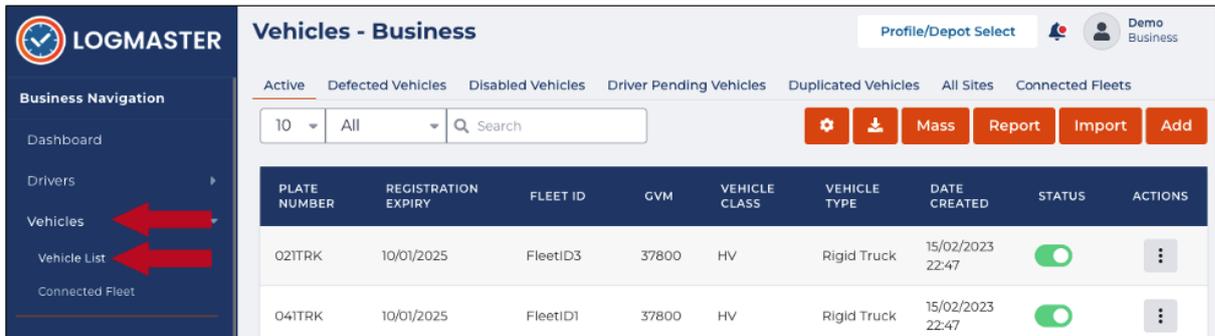
- Find the vehicle from the list and click its **Action** icon. The **Actions** menu will expand, select **View**.
- The **Vehicle Info** window will appear displaying the **Vehicle's** details. In this window, you can view the vehicle's information, and edit or delete it.



Edit Vehicles

This section will guide you on how to update existing vehicles.

1. In the **Business Navigation Menu**, click **Vehicles** and select **Vehicles List**.



2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.
3. Search/filter the list using the **Search** field to view active vehicles. You can also set the list display to 10, 20, or 50 using the drop-down arrow beside the **Search** field.

Vehicles - Business Profile/Depot Select Demo Business

Active
 Defected Vehicles
 Disabled Vehicles
 Driver Pending Vehicles
 Duplicated Vehicles
 All Sites
 Connected Fleets

10 | All |
 Mass **Report** **Import** **Add**

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
0912RAD	01/01/2026	-	10	HV	Rigid Truck	14/03/2025 11:19	<input checked="" type="checkbox"/>	

Showing 1 of 1 Entries
Showing 1 of 1 Pages

Actions

- View
- Edit**
- Disable
- Defect
- Mass
- Move Vehicle

4. Find the vehicle from the list and click its **Action** icon. The **Actions** menu will expand, select **Edit**.

5. The **Vehicle Edit** window will appear. Update the appropriate information by changing its values.

Vehicle Edit ✕

Plate Number

Registration Expiry

GVM (Tonnes)

Drive Vehicle
 Yes

Concrete Agitation
 Yes

Livestock Vehicle

Yes No

VIN (Optional)

Fleet ID (Optional)

Vehicle Class
 HV

Vehicle Type

Front Couplings (Optional)

50m

90m

50m

50m

127m

Hook

Rear Couplings
 Fifth

LSV, ABS, EBS, T-EBS Brake System Supplier (Optional)

Trailer SARN, Trailer Brake Control System Reference Number (Optional)

Comments (Optional)

Submit

6. Review the updated information and click the **Submit** button to apply the changes.

Trailer SARN, Trailer Brake Control System Reference Number (Optional)

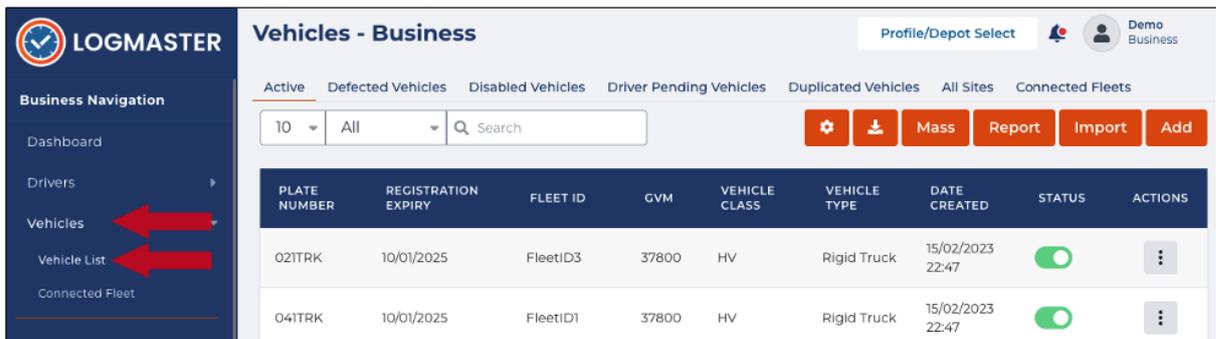
Comments (Optional)

Submit

Disable Vehicles

This section will guide you on how to disable vehicles. Once disabled, it will no longer appear in the Active tab as it will be moved to the Disabled Vehicles tab.

1. In the **BusinessNavigationMenu**, click **Vehicles** and select **VehiclesList**.



LOGMASTER Vehicles - Business

Profile/Depot Select Demo Business

Active Defected Vehicles Disabled Vehicles Driver Pending Vehicles Duplicated Vehicles All Sites Connected Fleets

10 All Search [Settings] [Download] [Mass] [Report] [Import] [Add]

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
02ITRK	10/01/2025	FleetID3	37800	HV	Rigid Truck	15/02/2023 22:47	Active	⋮
04ITRK	10/01/2025	FleetID1	37800	HV	Rigid Truck	15/02/2023 22:47	Active	⋮

2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.
3. Search/filter the list using the **Search** field to view active vehicles. You can also set the list display to 10, 20, or 50 using the drop-down arrow beside the **Search** field.

Vehicles - Business Profile/Depot Select Demo Business

Active Defected Vehicles Disabled Vehicles Driver Pending Vehicles Duplicated Vehicles All Sites Connected Fleets

10 All Search 0912 [Settings] [Download] Mass Report Import Add

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
0912RAD	01/01/2026	-	10	HV	Rigid Truck	14/03/2025 11:19	<input checked="" type="checkbox"/>	⋮

Showing 1 of 1 Entries
Showing 1 of 1 Pages

Actions
View
Edit
Disable
Defect
Mass
Move Vehicle

4. Find the vehicle from the list and click its **Action** icon. The **Actions** menu will expand, select **Disable**.

5. A **Confirmation** dialog box will appear. Click **Yes** to continue disabling the selected vehicle.

Vehicle Disable [Close]

Are you sure you want to disable this **0912RAD** vehicle.

Yes

Mark Defected Vehicles

This section will guide you on how to mark defected vehicles. Once marked as defected, it will no longer appear in the Active tab. The marked vehicle will be moved to the Defected Vehicles tab.

1. In the **Business Navigation Menu**, click **Vehicles** and select **Vehicles List**.

LOGMASTER Vehicles - Business Profile/Depot Select Demo Business

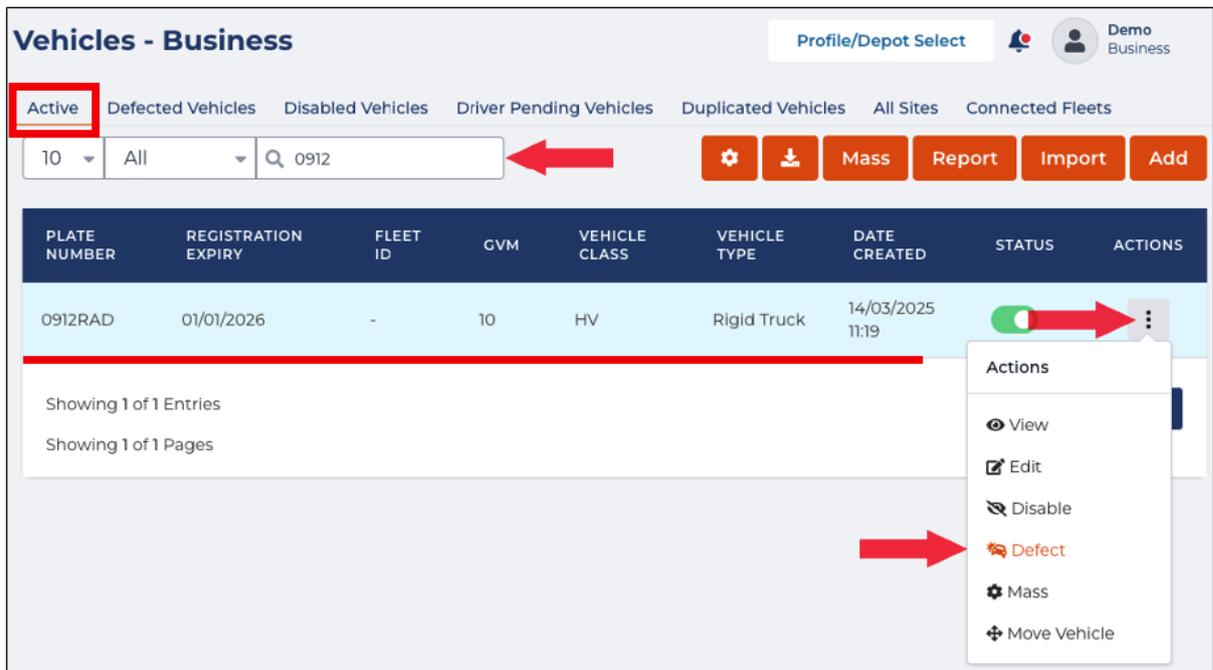
Active Defected Vehicles Disabled Vehicles Driver Pending Vehicles Duplicated Vehicles All Sites Connected Fleets

10 All Search [Settings] [Download] Mass Report Import Add

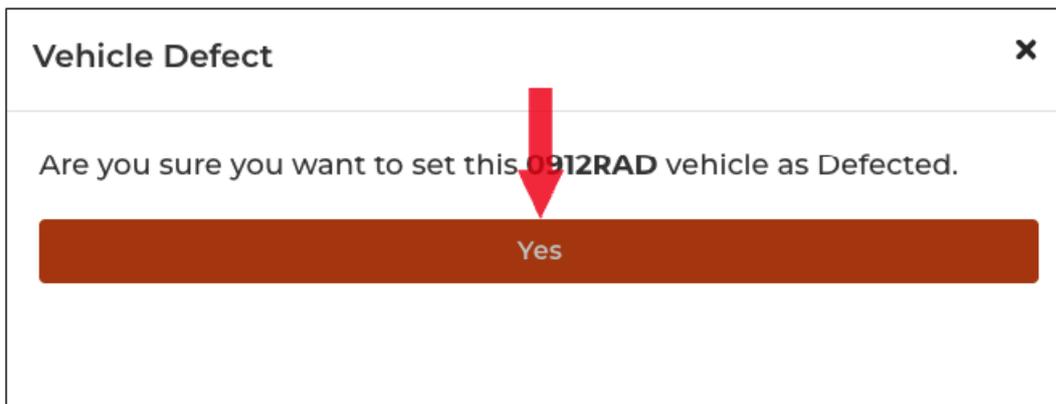
PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
021TRK	10/01/2025	FleetID3	37800	HV	Rigid Truck	15/02/2023 22:47	<input checked="" type="checkbox"/>	⋮
041TRK	10/01/2025	FleetID1	37800	HV	Rigid Truck	15/02/2023 22:47	<input checked="" type="checkbox"/>	⋮

Business Navigation
Dashboard
Drivers
Vehicles
Vehicle List
Connected Fleet

- You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.
- Search/filter the list using the **Search** field to view active vehicles. You can also set the list display to 10, 20, or 50 using the drop-down arrow beside the **Search** field.



- Find the vehicle from the list and click its **Action** icon. The **Actions** menu will expand, select **Defect**.
- A **Confirmation** dialog box will appear. Click **Yes** to continue marking the selected vehicle as defective.

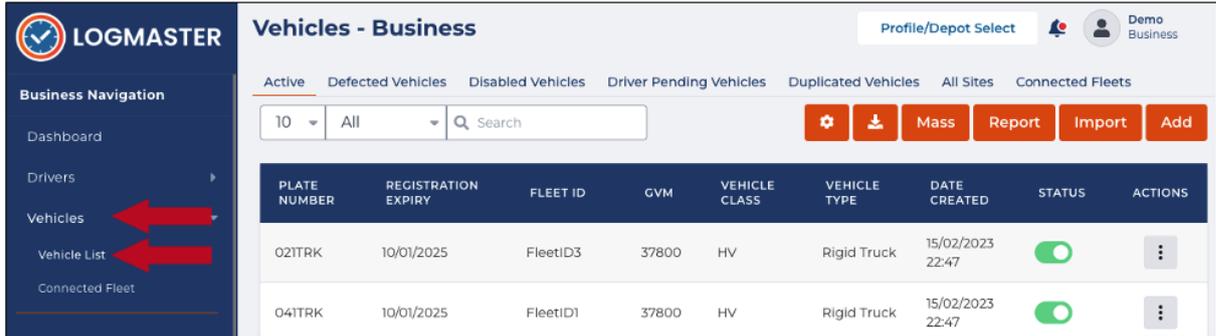


Configuring the Vehicle Mass

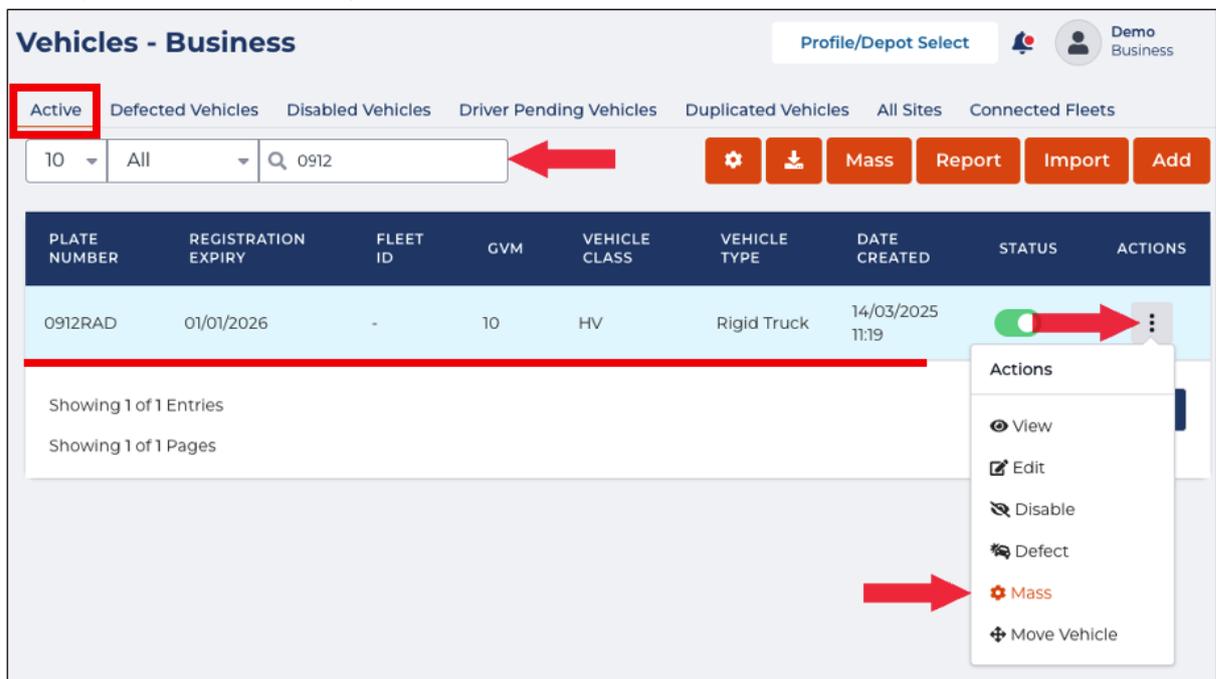
This section will guide you on how to configure the vehicle mass. The configuration includes the following:

- **GML** - General Mass Limits
- **CML** - Concessional Mass Limits
- **HML** - Higher Mass Limits

1. In the **BusinessNavigationMenu**, click **Vehicles** and select **VehiclesList**.



2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.
3. Search/filter the list using the **Search** field to view active vehicles. You can also set the list display to 10, 20, or 50 using the drop-down arrow beside the **Search** field.



4. Find the vehicle from the list and click its **Action** icon. The **Actions** menu will expand, select **Mass**.
5. The **Vehicle Mass Configuration** window will appear. In the **Steer** and **Drive** sections, specify the following details for both sections:

Vehicle Mass Configuration ✕

Steer

GML

CML

HML

Drive

GML

CML

HML

Add/Remove Axle Groups (0) + -

Submit

- a. **GML** - General Mass Limits
- b. **CML** - Concessional Mass Limits
- c. **HML** - Higher Mass Limits

6. To add/remove axle groups, click the +/- button.

CML

HML

Add/Remove Axle Groups (0)
+
-

Submit

7. When adding an axle group, specify the following:

Add/Remove Axle Groups (1) + -

Axle Group # 1

GML

CML

HML

Submit

- a. **GML** - General Mass Limits
- b. **CML** - Concessional Mass Limits
- c. **HML** - Higher Mass Limits

8. After configuring the vehicle mass configuration, click the **Submit** button to apply the changes.

HML

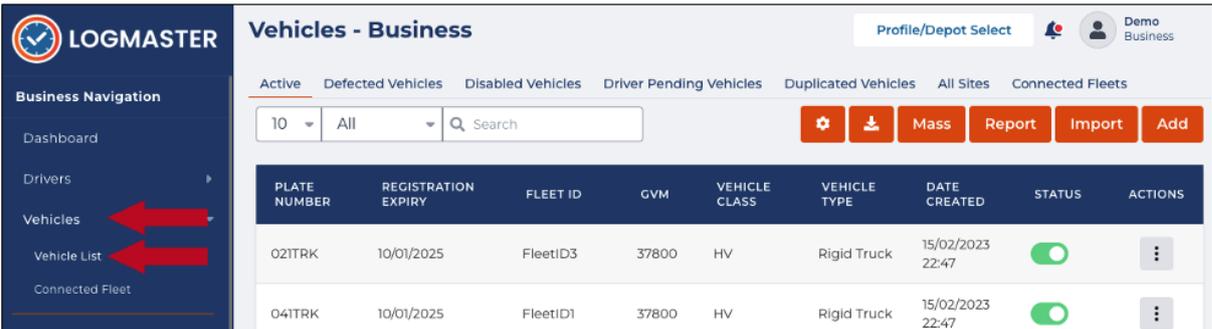


Submit

Move Vehicle to a Different Business Site

This section will guide you on how to move vehicles to a different business site.

1. In the **BusinessNavigationMenu**, click **Vehicles** and select **VehiclesList**.



LOGMASTER Vehicles - Business Profile/Depot Select Demo Business

Active Defected Vehicles Disabled Vehicles Driver Pending Vehicles Duplicated Vehicles All Sites Connected Fleets

10 All Mass Report Import Add

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
02ITRK	10/01/2025	FleetID3	37800	HV	Rigid Truck	15/02/2023 22:47		
04ITRK	10/01/2025	FleetID1	37800	HV	Rigid Truck	15/02/2023 22:47		

2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.
3. Search/filter the list using the **Search** field to view active vehicles. You can also set the list display to 10, 20, or 50 using the drop-down arrow beside the **Search** field.

The screenshot shows the 'Vehicles - Business' interface. At the top, there are tabs for 'Active', 'Defected Vehicles', 'Disabled Vehicles', 'Driver Pending Vehicles', 'Duplicated Vehicles', 'All Sites', and 'Connected Fleets'. The 'Active' tab is selected and highlighted with a red box. Below the tabs is a search bar with a dropdown menu set to '10' and a search field containing '0912'. A red arrow points to the search field. To the right of the search bar are buttons for 'Mass', 'Report', 'Import', and 'Add'. Below this is a table with columns: 'PLATE NUMBER', 'REGISTRATION EXPIRY', 'FLEET ID', 'GVM', 'VEHICLE CLASS', 'VEHICLE TYPE', 'DATE CREATED', 'STATUS', and 'ACTIONS'. The first row shows a vehicle with plate number '0912RAD', registration expiry '01/01/2026', fleet ID '-', GVM '10', vehicle class 'HV', vehicle type 'Rigid Truck', and date created '14/03/2025 11:19'. A red arrow points to the 'ACTIONS' column for this vehicle. The actions menu is expanded, showing options: 'View', 'Edit', 'Disable', 'Defect', 'Mass', and 'Move Vehicle'. A red arrow points to the 'Move Vehicle' option. Below the table, there is a pagination section showing 'Showing 1 of 1 Entries' and 'Showing 1 of 1 Pages'.

4. Find the vehicle from the list and click its **Action** icon. The **Actions** menu will expand, select **Move**.
5. A **Move Vehicle** dialog box will appear. Click the drop-down arrow to select the site to which you want to move the vehicle.

The screenshot shows the 'Move Vehicle' dialog box. At the top, there is a title 'Move Vehicle' and a close button 'X'. Below the title is a section titled 'Select a business site'. There is a dropdown menu with a red arrow pointing to the dropdown arrow. The dropdown menu is open, showing a list of business sites: 'Surry Hills', 'Upwey', 'Central', and 'Belgrave'. The 'Central' option is highlighted with a blue background and a red box. A red arrow points to the 'Central' option.

6. Click the **Submit** button to continue moving the selected vehicle.

Move Vehicle ✕

Select a business site

Central ▼

Submit

Add Vehicle Configuration

Download All Vehicles

This section will guide you on how to download the vehicle list and their information.

1. In the **BusinessNavigationMenu**, click **Vehicles** and select **VehiclesList**.

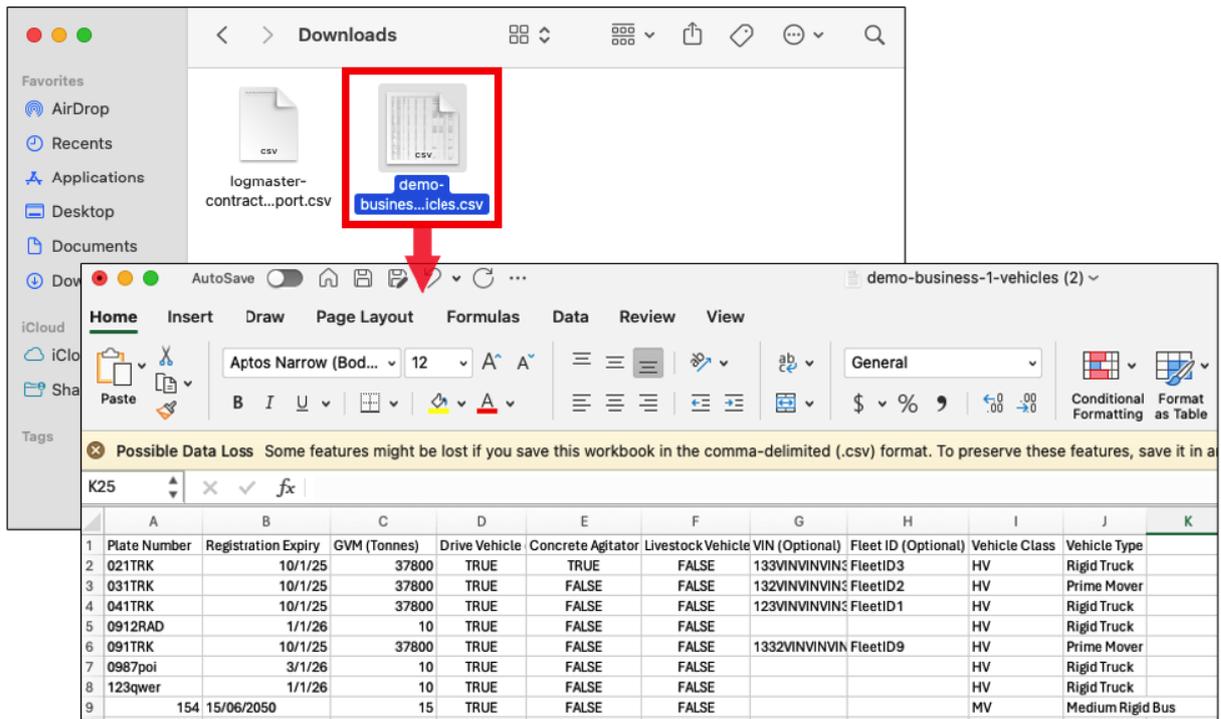
PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
02ITRK	10/01/2025	FleetID3	37800	HV	Rigid Truck	15/02/2023 22:47	●	⋮
04ITRK	10/01/2025	FleetID1	37800	HV	Rigid Truck	15/02/2023 22:47	●	⋮

2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.
3. Click the **DownloadAllVehicles** button. A CSV file will be downloaded to your device.

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
0912RAD	01/01/2026	-	10	HV	Rigid Truck	14/03/2025 11:19	●	⋮

Showing 1 of 1 Entries
Showing 1 of 1 Pages

4. On your device, find the **Downloads** folder and find the downloaded **AllVehicles** file.



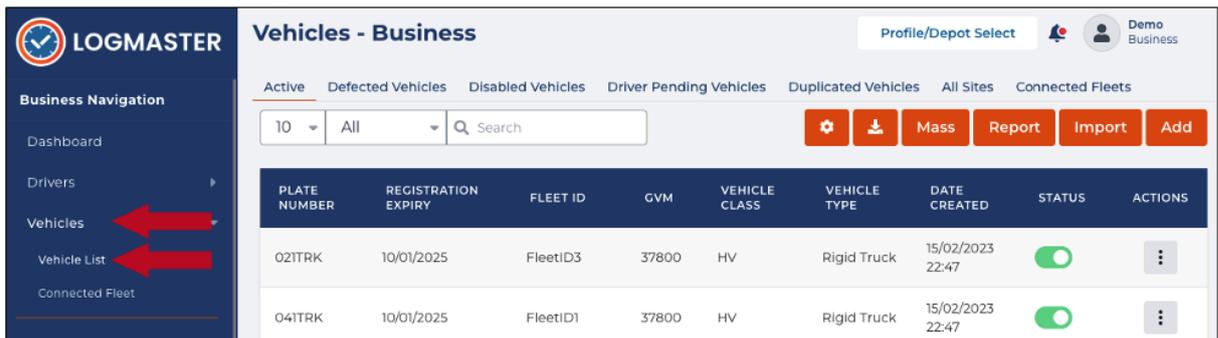
View Vehicles - Mass Compliance

Vehicles - Mass Compliance Add/Remove Axle Groups

Generate Vehicle Reports

This section will guide you on how to generate and view vehicle reports. Generated vehicle reports can also be sent out to recipients' email addresses.

1. In the **Business Navigation Menu**, click **Vehicles** and select **Vehicles List**.



2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.

Vehicles - Business Profile/Depot Select Demo Business

Active
Defected Vehicles
Disabled Vehicles
Driver Pending Vehicles
Duplicated Vehicles
All Sites
Connected Fleets

10 All 0912

Mass
Report
Import
Add

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
0912RAD	01/01/2026	-	10	HV	Rigid Truck	14/03/2025 11:19	●	

Showing 1 of 1 Entries Prev 1 Next

Showing 1 of 1 Pages

3. Click the **Report** button. You will be directed to the **Vehicles Report** page.

4. In the **Date Range** field, click the **Calendar** icon to set the date range of the report you want to generate.

Vehicles Report Profile/Depot Select Demo Business

Date Range: 2025-03-26 ~ 2025-03-26 Get Report

« < **MAR 2025** > »

Su	Mo	Tu	We	Th	Fr	Sa
23	24	25	26	27	28	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

« < **APR 2025** > »

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

Indicators:

■ Events ■ Deleted Events
■ Breaches

5. After selecting the **Date Range**, the **Vehicle Report** and the **Vehicle Information** table displaying the report summary.

Vehicles Report Profile/Depot Select 🔔 👤 Demo Business

Date Range: 2025-03-01 ~ 2025-03-26 📅 Get Report

Vehicle Report

Vehicles Added in Period	KM Traveled in Period	Number of Pre Starts in Period	Deactivated in period	Defected in period	Defect Removed in period
0	-123656991	17	2	2	2

Vehicle Information

Vehicle Plate	KM Traveled in Period	Start Odometer	End Odometer
031TRK	0	2555	2555
154	-123135135	123456789	321654
JoshDemoTruck	-521856	654321	132465

6. To send the report to an email, click the **Get Report** button.

Vehicles Report Profile/Depot Select 🔔 👤 Demo Business

Date Range: 2025-03-01 ~ 2025-03-26 📅 ➔ Get Report

Vehicle Report

Vehicles Added in Period	KM Traveled in Period	Number of Pre Starts in Period	Deactivated in period	Defected in period	Defect Removed in period
0	-123656991	17	2	2	2

7. The **Send Report To Email** dialog box will appear. In the **Email address** field, enter the recipient's email address.

8. In the **Report Date Range** field, update the date range if necessary. The previously selected date range will appear in this field.

Send Report To Email ✕

Email address

Report Date Range

Submit

↑

9. Click the **Submit** button to continue.

Import Vehicles

This section will guide you on how to import multiple vehicles using a template where you can input the vehicles' information.

1. In the **Business Navigation Menu**, click **Vehicles** and select **Vehicles List**.

LOGMASTER

Business Navigation

- Dashboard
- Drivers
- Vehicles**
- Vehicle List
- Connected Fleet

Vehicles - Business

Active Defected Vehicles Disabled Vehicles Driver Pending Vehicles Duplicated Vehicles All Sites Connected Fleets

10 All Search

Mass Report Import Add

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
02ITRK	10/01/2025	FleetID3	37800	HV	Rigid Truck	15/02/2023 22:47	Active	
04ITRK	10/01/2025	FleetID1	37800	HV	Rigid Truck	15/02/2023 22:47	Active	

2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.

Vehicles - Business Profile/Depot Select  Demo Business

Active
Defected Vehicles
Disabled Vehicles
Driver Pending Vehicles
Duplicated Vehicles
All Sites
Connected Fleets

10 All 0912

Mass
Report
Import
Add

PLATE NUMBER	REGISTRATION EXPIRY	FLEET ID	GVM	VEHICLE CLASS	VEHICLE TYPE	DATE CREATED	STATUS	ACTIONS
0912RAD	01/01/2026	-	10	HV	Rigid Truck	14/03/2025 11:19		

Showing 1 of 1 Entries Prev 1 Next

Showing 1 of 1 Pages

- Click the **Import** button. The Import Vehicle window will appear. Click the **Upload Panel** to access the **File Location** window in the **UPLOAD FILE** section.

Import Vehicle ✕



UPLOAD FILE



SELECT VEHICLES



IMPORT

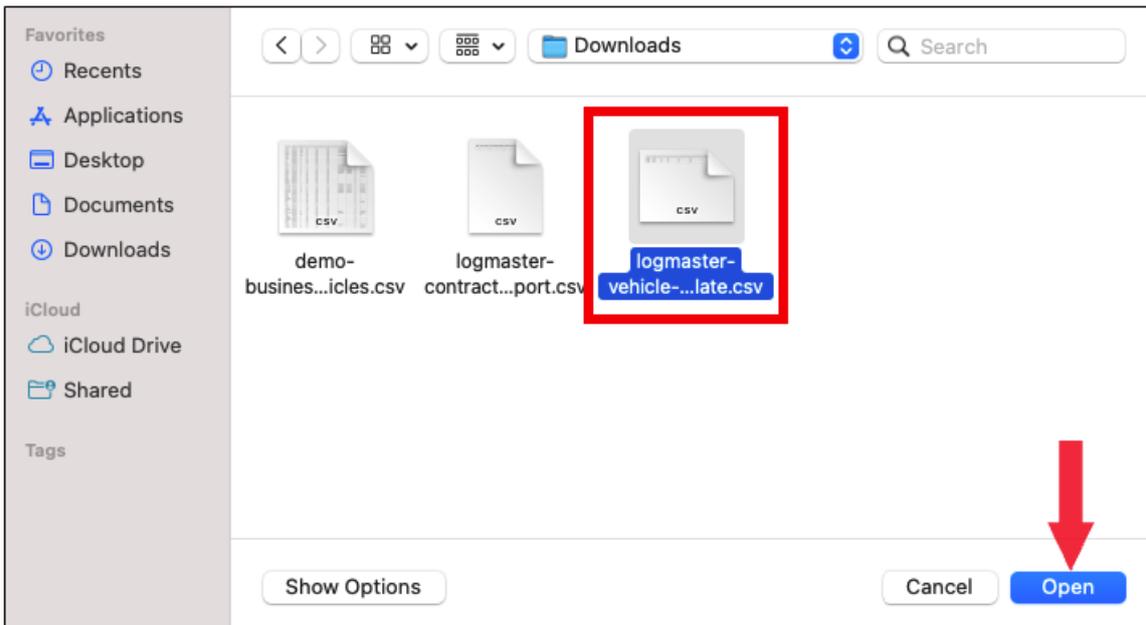


Click to upload or drag and drop

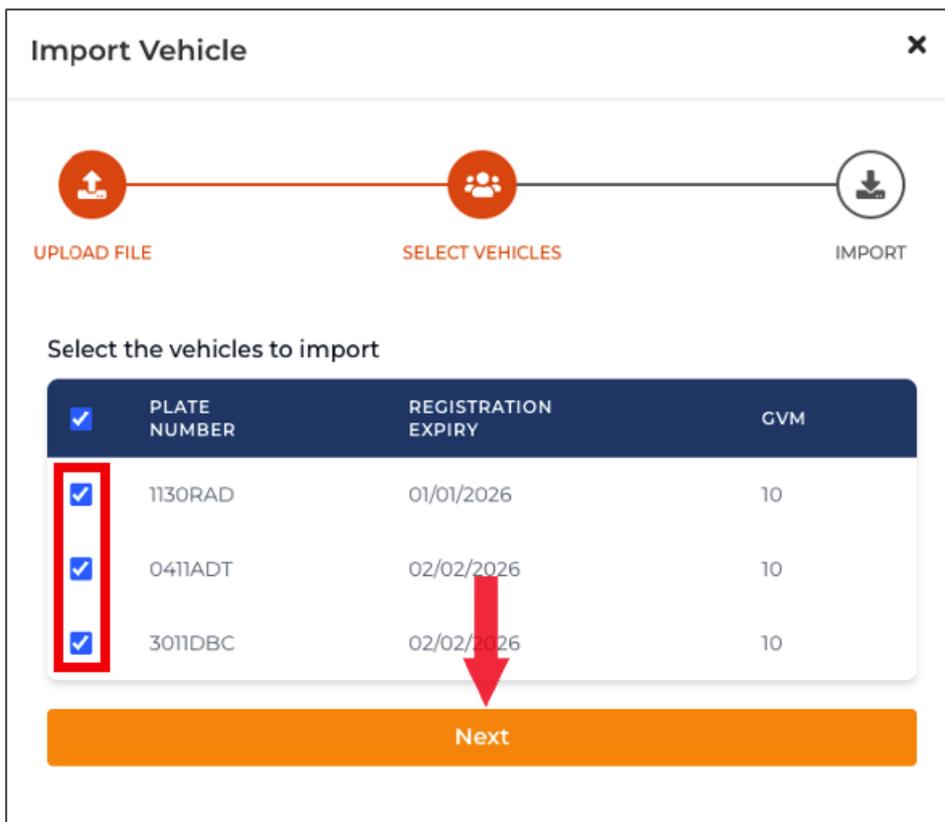
CSV FILE ONLY

Download CSV Template

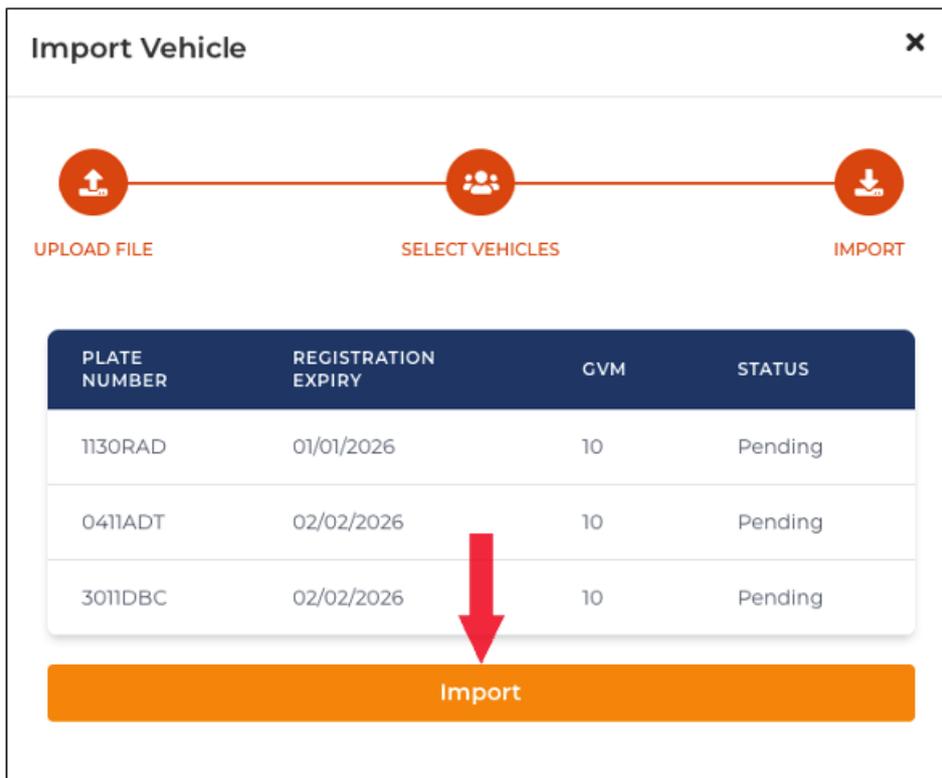
- In the **File Location** window, find and select the **Vehicle List's CSV** file. Click the **Open** button to continue.



- You will be directed to the **SELECT VEHICLE** section. In this section, a table with a list of vehicles will appear. Find the vehicles you want to import and select the **Checkbox** beside the vehicles' names.

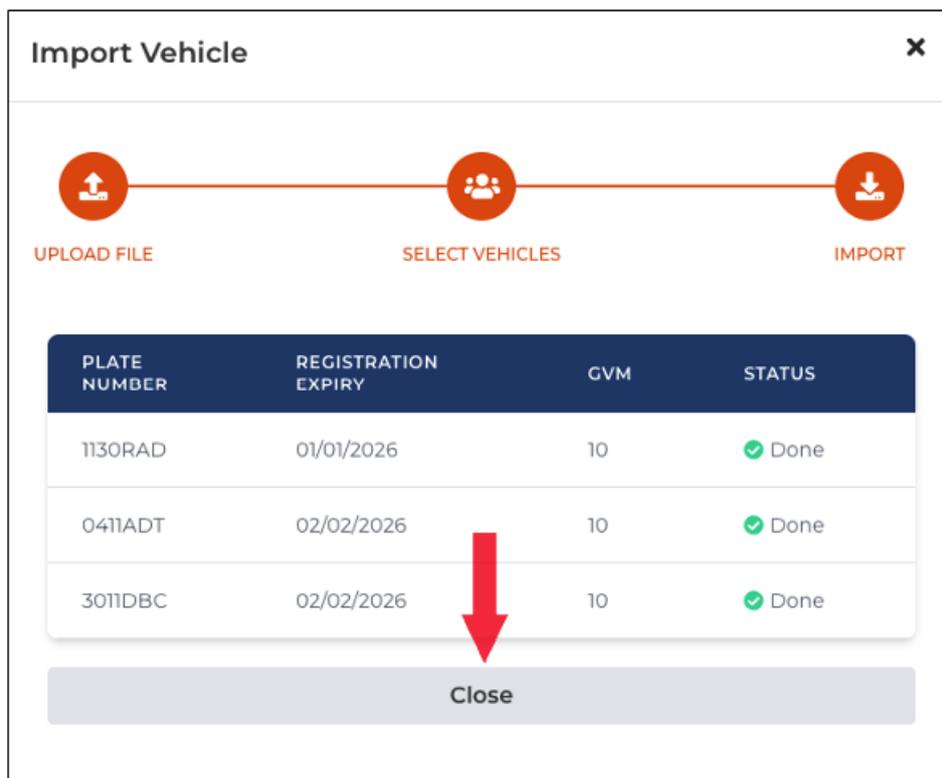


- Click the **Next** button to continue. You will be directed to the **IMPORT** section.



7. Check the selected vehicle's information and status (Pending) from the table and click the **Import** button to proceed.

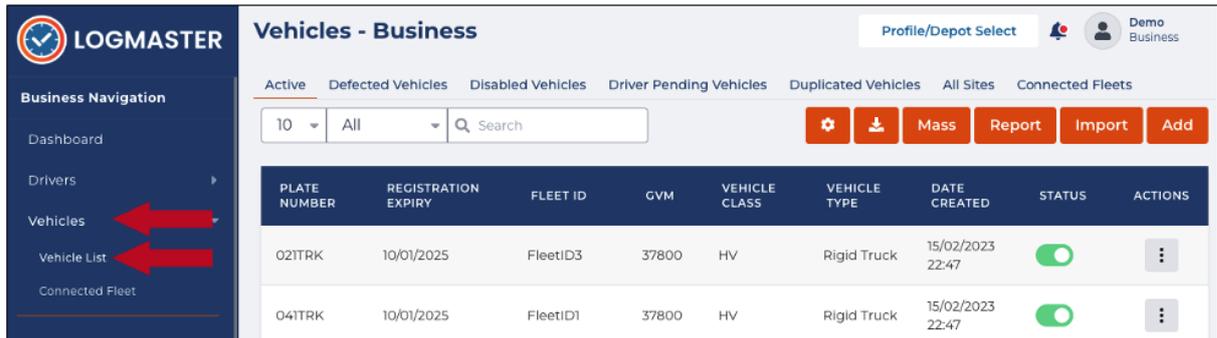
8. After clicking the Import button, the **Status** should change to **Done**. Click the **Close** button to close the **Import Vehicle** window.



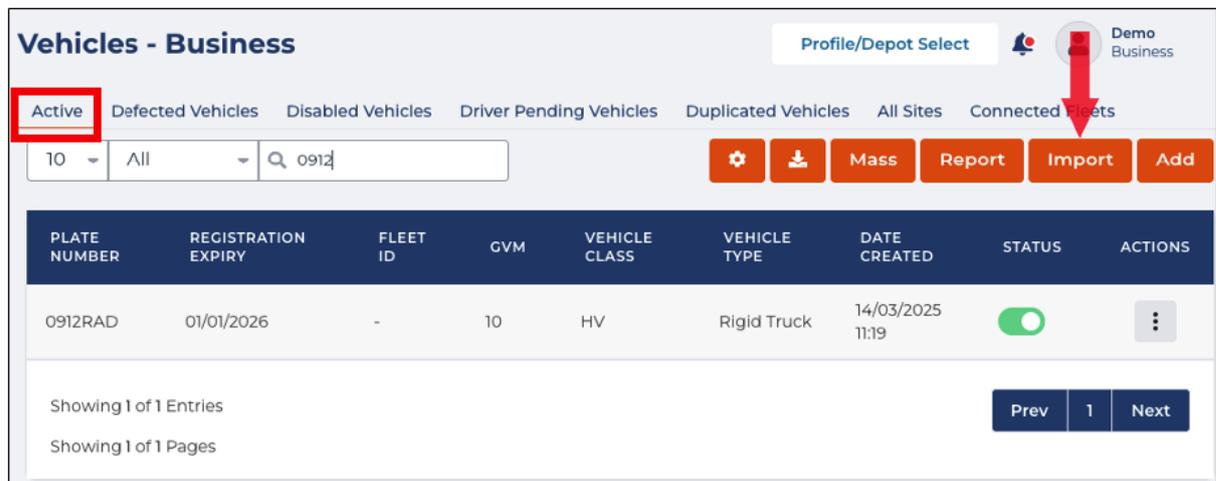
Download Vehicle CSV Template

This section will guide you on how to access and download the import vehicle via CSV template. Use this template to organize the list of vehicles and their details.

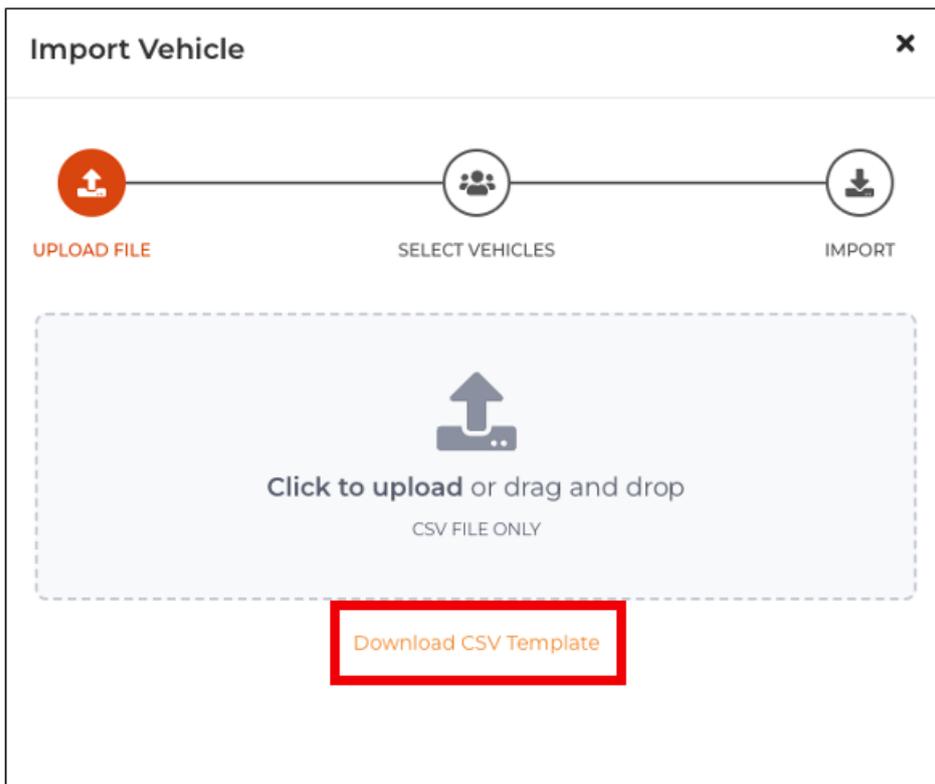
1. In the **Business Navigation Menu**, click **Vehicles** and select **Vehicles List**.



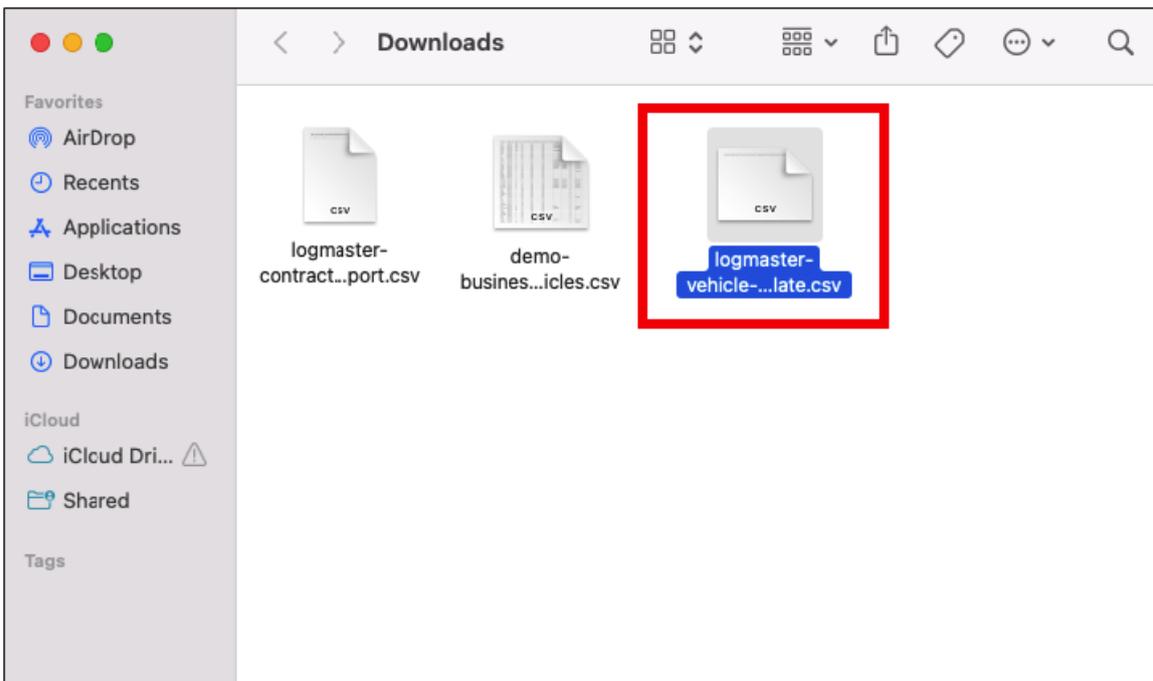
2. You will be directed to the **Vehicles - Business** page. When you access this page, the **Active** tab is open by default.



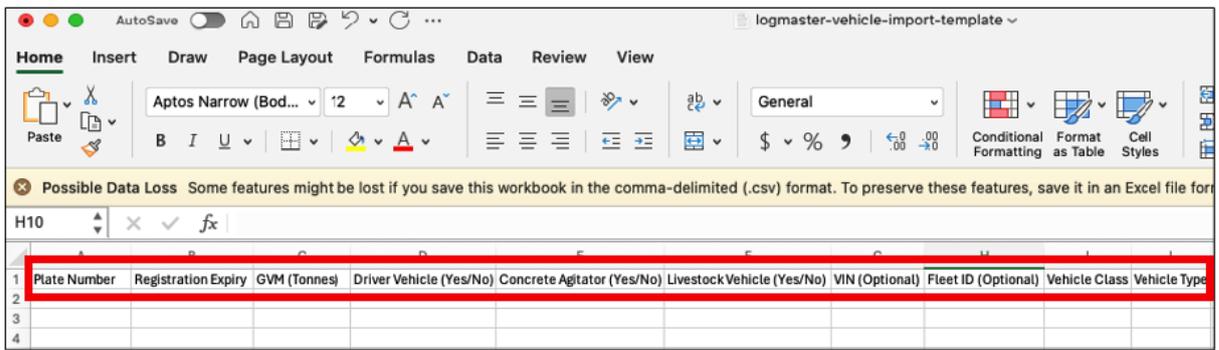
3. Click the **Import** button. The Import Vehicle window will appear. Click the **Download CSV Template** link to download.



- The **Vehicle CSV Template** will be downloaded to your device. To access the downloaded file, go to your device's **Downloads** folder and open the downloaded vehicle CSV template file.



- The vehicle CSV template will need the following information:



- a. Plate Number
- b. Registration Expiry
- c. GVM (Tonnes)
- d. Driver Vehicle (Yes/No)
- e. Concrete Agitator (Yes/No)
- f. Livestock Vehicle (Yes/No)
- g. VIN (Optional)
- h. Fleet ID (Optional)
- i. Vehicle Class
- j. Vehicle Type