

# WANT TO APPLY FOR YOUR FIRST MNZ LICENCE

Reminder: If you want to take advantage of the following discounts that MNZ offer, then you must complete the paper application form:

- Family Discount
- \$30.00 discount by providing copies of two One Event Licences

If you do not qualify for any of the above discounts begin by going to the licencing website <https://app.mnz.co.nz/> Complete this application on your tablet or PC, it is not recommended that you try to do this on your phone

On the right hand side click on **REGISTER**

This is where you will set up your account in the MNZ database, so that you can apply for a licence. On the Register page fill in your name and email, set a password, fill in your address, what club you belong to, your date of birth and gender. Leave it at No to the question 'Have you got a One Event Licence QR code ID? Tick the I Agree box and click on **REGISTER**

You will then get a THANKS FOR REGISTERING

Go to your email inbox to confirm your account by clicking on the blue **Confirm Your Account** (see below example)

*Hi 'Your Name'*

*Welcome to app.mnz.co.nz, the website for managing your profile in the Motorcycling NZ Database. Before we get started you will need to confirm your account email by clicking on the link below.*

*Your Password: "**Your Password**"*

*Please confirm your account by clicking on the link below.*

[Confirm your account](#)

*Thanks*

*Motorcycling New Zealand*

Next you will see this:

## ACCOUNT CONFIRMED

Great! Thanks for confirming your account email address. You're all set to go by clicking the button below.

[Start](#)

By clicking on [Start](#) you will open up your account at MNZ, which will say WELCOME "YOUR NAME"

Click on the **APPLY FOR LICENCE**

You will now be on the first page of the online Licence Application

Select Rider

click on the downward arrow to click on your name

Select a Licence Purchase                      click on New MNZ Annual Licence

Click on **NEXT**

Check you details, address etc, add your phone number and click on **NEXT**

Choose type of licence, Championship or Club. If you are over 65 years of age you are entitled to a free championship licence, please choose the SENIOR CHAMPIONSHIP (\$FREE 65+) licence type and click on **NEXT**

On this page (Race Numbers) please tick which discipline you intend on riding in i.e. Motocross or Cross Country etc. Tick Yes or No to Do you want an allocated race number, it is optional if you want a number. If you tick Yes, you will see boxes appear beside each discipline for you to insert your desired race number. If the box turns green you can have that number, if it turns red then that means the number is already allocated to another rider and you have to leave it blank or choose another number that turns green. Click on **NEXT**

You will now have to complete the online Theory Test, answers can be found on the MNZ website under Manuals and Policies Click on **NEXT**

Fill in the Health and Disability questions. Click on **NEXT**

Next page is adding any extras like paying for your licence to be couriered out to you. Click on **NEXT**

The final page is the payment page. You can choose to pay online with your credit card or you can pay directly into the MNZ Bank account. If you are over 65 years of age you do not have to pay.

Once you have completed this page you will see LICENCE PURCHASE COMPLETE

The MNZ Office will now see that you have applied and paid for a new licence.

We now suggest you download the mobile App on your phone.

Do this by going to your App Store or Play Store and search for Motorcycling NZ

Download the App and log in with the exact same log in details you created when setting up your MNZ account/licence.

If you ever find yourself without your licence and log book you may be able to sign into an event by opening up the App on your phone and showing the club your licence details.