

Completing contingency export declaration form

During a declared outage contingency export declarations will only be accepted and processed by Customs for cargo due to be delivered to cargo or container terminals during the next 24 hours. Exporters and their agents are responsible for prioritising the lodgement of these declarations.

- Complete all data fields on the contingency form.
- The consignment details must be reported using a contingency export declaration form, to which the exporter may attach printed reports generated by the exporter's electronic systems.
- The cargo identifier is:
 - o for airfreight, the AWB number;
 - o for containerised sea freight, the container number; or
 - o for non-containerised sea freight, the bill of lading number of booking reference.
- For warehoused goods mentioned in Schedule 1AAA of the *Customs Regulations 1926*, the prescribed goods indicator must be "yes" and the warehouse ID provided.
- Include all relevant permit numbers and supporting documentation.
- Sign and date the contingency form.

The completed contingency export declaration form may be lodged:

- in person at a Customs counter (refer contact details); or
- by fax or email by registered ICS clients.

Evidence of identity is not required for registered ICS clients.

Issue of a Contingency Customs Authority Number

- Customs will process the contingency form(s) and return a copy that advises a Contingency Customs Authority Number (C-CAN) subject to risk assessment of the goods.
- Customs may request additional information before issuing a C-CAN.
- Customs may not issue a C-CAN for goods which cannot be exported or require examination prior to export. Under these circumstances, Customs will advise the reporting party of the subsequent requirements.

Use of the Contingency EDN

The C-EDN is an authority to deal with the goods referred to in the contingency export declaration. The goods may be delivered to a wharf or airport for export using the C-EDN.

Export Declaration Recovery (not prescribed warehouse goods)

When the ICS become operative, you are obliged to make an electronic export declaration for the goods.

So that the C-EDN may be reconciled with the electronic export declaration, you must ensure that the following fields specify:

Export Goods Type = Postal

Unique Consignment Reference = the contingency EDN

Date of Lodgement = The date of lodgement (not the export date)

Prescribed Warehouse Goods

When the ICS become operative, you are obliged to make an electronic export declaration for the prescribed warehoused goods.

You must provide your contingency EDN to the warehouse operator and the manifest creator and ensure the following fields specify:

Customable/Excisable Indicator = Yes

Export Goods Type = Other

Unique Consignment Reference = the contingency EDN

Date of Lodgement = The date of lodgement

For more information access the Customs website www.customs.gov.au or contact your local Customs office.

Contact details

NSW

Sydney: Ground Floor, Customs House P 02 8339 6147
10 Cooks River Dr F 02 8339 6709
Sydney International Airport Mascot NSW 2020 F 02 8339 6707

VIC

Melbourne (Sea): Customs House, P 03 9244 8186
1010 Latrobe Street, Docklands F 03 9244 8010
Melbourne (Air): Level 1, Customs House P 03 9339 1250
Grants & Service Roads, Melbourne Airport F 03 9339 1288

QLD

Brisbane: Level 2, Terrica Place P 07 3835 3331
140 Creek Street, Brisbane F 07 3835 3337
Cairns: 1st Floor AAC Building P 07 4052 3501
Cairns Intl Airport F 07 4052 3553
Townsville: 5th Floor, 61-73 Sturt Street P 07 4722 3700
Townsville F 07 4722 3735

SA

Adelaide (Sea): Customs House P 08 8447 9213
220 Commercial Road, Port Adelaide F 08 8447 9208
Adelaide (Air): Aviation House P 08 8447 9539
International Drive, Adelaide Airport F 08 8234 4019

WA

Perth (Sea & Air): Customs House P 08 9430 1409
2 Henry Street, Fremantle F 08 9430 1734
Perth (Air): Customs House P 08 9477 8600
Fricker Rd, Perth International Airport F 08 9477 8680

TAS

Hobart: 1st Floor, MBF Building P 03 6230 1270
25 Argyle Street, Hobart F 03 6230 1261
Burnie: District Office P 03 5431 2722
24 Wilmot Street, Burnie F 03 6431 9227
Launceston: District Office P 03 6331 9033
89 The Esplanade, Launceston F 03 6334 3190

NT

Darwin: Customs House P 08 8946 9851
21 Lindsay Street, Darwin F 08 8946 9953

ACT

Canberra: Ground Floor, Customs House P 02 6275 5041
5 Constitution Av, Canberra
National: Cargo Support 1300 558 099