



AUSTRALIAN CUSTOMS NOTICE NO. 2009/10

Customs Broker Licence Renewals

In accordance with section 183CH of the *Customs Act 1901* (the Act), all current customs brokers' licences expire on 30 June 2009.

Licences that are not renewed by close of business on 30 June 2009 will expire on that date and will no longer be valid. After that date nominee, sole trader or corporate customs brokers who wish to be licensed, will need to make a new licence application to the Chief Executive Officer of Customs (CEO). It will not be possible to renew an expired licence.

Renewal Application

During April 2009, an "*Application for Renewal of Customs Broker's Licence*" and a renewal invoice will be posted to the last recorded address for all current licence holders. It is the Brokers responsibility to ensure that contact details listed in the Integrated Cargo System (ICS) are up to date.

Renewing a licence is a two part process comprising of: an application for renewal of the customs broker's licence and the licence fee.

All licence holders intending to renew their licence should send their completed "*Application for Renewal of Customs Broker's Licence*" forms to:

Broker's Licensing Group
Australian Customs and Border Protection Service
5 Constitution Avenue
Canberra ACT 2601

Corporate customs brokers also need to include with their application form:

- a list of all nominees currently employed by their agency; and
- a list of all persons currently having authority to direct the nominees of the agency (i.e. directors of the company).

Corporate brokers are reminded that it is an ongoing condition of the licence that the CEO should be advised within thirty (30) days of a change of nominees, of persons authorised to direct nominees, or of the composition of the company or partnership.

Licence Fee

Fees for the renewal of a customs broker's licence must be paid by 30 June 2009. On payment of the fee and receipt of the renewal application, the licence will be renewed for the period 1 July 2009 to 30 June 2012 unless cancelled earlier.

The fee payable to renew a licence is:

- Nominee - \$120.00
- Sole Trader or Corporate Broker - \$1,200.00

These fees are payable for the three year period mentioned above or any part of that period. A pro-rata basis for Customs broker licence fees is not available.

The licence fee can be paid using one of the options shown on the invoice remittance advice. Brokers opting to pay their renewal fee by cheque or BPay should be aware that there is a delay in processing such payments by financial institutions and payments made towards the end of June, may not be cleared by the due date.

Licence Re-issue

Once the payment has been processed the new licence will be posted to the applicant.

Inquiries concerning this notice may be directed to the Supervisor, Broker's Licensing Group at brokers.licensing@customs.gov.au or on telephone number (02) 6275 5088 or fax number (02) 6275 6601.

Craig Sommerville
National Manager
Compliance Operations
for
Chief Executive Officer

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