Australian Customs Notice 1999 63

**RENEWAL OF CUSTOMS AGENT AND CORPORATE CUSTOMS AGENTS LICENCES**

All Customs Agents Licences and Corporate Customs Agents Licences on issue expire on 31 December 1999. Subsection 183CJ(1) of the *Customs Act 1901*, (the Act), provides for the renewal of licences. As in previous years "Application for Renewal of Customs Agents Licence" will be distributed to all Customs Agents and Corporate Customs Agents currently licensed with Customs. Current licence holders wishing to renew their licences should make written application by completing their "Application for Renewal of Customs Agents Licence" form and forwarding to the Chief Executive Officer (CEO) or a Regional Director on or before c.o.b. 31 December 1999. Payment of the renewal fee should accompany the renewal application. It should be noted that failure to renew a licence by c.o.b. 31 December 1999 will render the licence invalid. This will mean that individuals or corporate bodies who have not renewed their licences by that date, but who still wish to be licensed, will be required to make a new application to the CEO. Following receipt of the new application the CEO, pursuant to section 183CB of the Act, will forward the application to the National Customs Agents Licensing Advisory Committee (NCALAC) which will be required to report to the CEO as to whether the applicant should be licensed. Fees in respect of the renewal of a customs agents licence **are to be paid not later than the day on which the renewal of the licence is to come into force** (Customs Regulation No.160). The fee payable (Customs Regulation 158) in respect of the grant or renewal of a customs agents licence is:

1. where the customs agent is a natural person who does not intend to act, at any time when the licence is in force in his/her own right - $20; or
2. in any other case $200.

In order to facilitate the processing of the "Application for Renewal of Customs Agents Licence" forms by Customs, licence holders intending to renew their licences, are requested to complete their renewal form and lodge it, together with the respective fee well before 31 December 1999. Corporate Customs Agents are also requested to include with their application form:

1. a list of all nominees currently employed with their agency; and
2. a list of all persons currently having authority to direct the nominees of the agency for the purposes of the Act.

In relation to this request Corporate customs agents are reminded that, in accordance with ss183CG(3) of the Act, it is a condition of their licence that the CEO be advised within thirty

(30) days of a change of nominees, persons authorised to direct nominees or composition of a partnership. **Distribution of Renewal Notices**

The "Application for Renewal of Licence" will be forwarded directly to the last known address of the licensee. The licensee will then be responsible for presenting the completed renewal application and the payment of the licence fee to the CEO or a Regional Director. **Payment of Licence Fee**

The licence fees can be paid by either:

1. mailing the completed renewal form and a cheque payable to the "Australian Customs Service" to

Secretary National Customs Agent Licensing Advisory Committee Australian Customs Service 5 Constitution Avenue CANBERRA ACT 2601

3. presenting the completed renewal form and payment to the cashier at your local Customs House.

If the payment is made via mail the licence will be forwarded to the licensee as soon as possible after the processing of the payment through the "Revenue Collection System". If payment is made via the cashier at the local Customs House the cashier will input the Customs brokers licence number into the "Revenue Collection System", which in turn will record the transaction and issue two copies of a receipt. The original of the receipt will be given to the licensee and the licence will be forwarded via mail as soon as possible after processing of the payment. The "Application for Renewal of Licence" will be held by the Secretary of the National Customs Agents Licensing for his/her records. **NOTE: As mentioned in ACN 98/02 the ACS is in the process of implementing the recommendations that arose from a joint ACS and Industry review of Customs Broker licensing. The recommendation that Customs brokers licences be renewed by c.o.b. 30 June every three years in lieu of the current practice of renewing once yearly by c.o.b. 31 December is currently before the Parliament and may be operative for when licences become renewable in December 2000. The initial issue of licences operative from 1 January 2001 is expected to be for two and a half years to allow the ensueing licences to be operative from July 1.**

Enquiries regarding this Notice or notification of a change of address may be directed to:

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