

**AUSTRALIAN CUSTOMS NOTICE NO. 2003/16**

**Customs Broker Licence Renewals**

In accordance with s.183CH of the *Customs Act 1901*, all current customs brokers’ licences expire on 30 June 2003.

During May 2003, "Application for Renewal of Customs Broker’s Licence" forms will be posted to the last recorded address for all nominee, sole trader and corporate customs brokers who hold current or suspended licences.

Licences that are not renewed by close of business on 30 June 2003 will expire on that date and may not be used. Nominee, sole trader or corporate customs brokers that have not renewed their licence by that date, but who wish to be licensed, will be required to make a new application to the Chief Executive Officer of Customs (CEO).

The fee payable to renew a licence is as follows: Nominee - $120; or

Sole Trader or Corporate Broker - $1,200.

Fees for the renewal of a customs broker’s licence must be paid by 30 June 2003. On payment of the fee, the licence will be valid for the period 1 July 2003 to 30 June 2006 unless cancelled earlier.

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

In order to facilitate processing of the "Application for Renewal of Customs Broker’s 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, before 30 June 2003.

Corporate customs brokers are also requested 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).

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In relation to this request corporate brokers are reminded that it is a 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 a partnership.

**Payment of Licence Fee**

The licence fee can be paid by mailing the completed renewal form and a cheque payable to the ‘Australian Customs Service’ to:

Broker Licensing Australian Customs Service 5 Constitution Avenue

CANBERRA ACT 2601.

The new licence will be posted to the applicant as soon as possible after the processing of the payment. The "Application for Renewal of Customs Broker’s Licence" will be held in the Licensing Group in Canberra.

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

Broker Licensing Australian Customs Service 5 Constitution Avenue

CANBERRA ACT 2601

Phone: (02) 6275 5805

Fax: (02) 6275-6601.

Email: [brokers.licensing@customs.gov.au](mailto:brokers.licensing@customs.gov.au)

Philomena Carnell National Manager Cargo Branch

For

Chief Executive Officer March 2003