



Office Use Only
Date Received:

Application for Variation of a Tradex Order to Include or Exclude Particular Goods *Tradex Scheme Act 1999*

Details about the *Tradex* Scheme can be found in the *Tradex Customer Information Guide* – available at www.business.gov.au.

Send your *Tradex* application to your local AusIndustry Office – for details, call the Contact Centre on **13 28 46** or visit www.business.gov.au.

Protecting your confidential information is important to us. The confidentiality of information provided to AusIndustry is protected by the relevant provisions and penalties of the *Public Service Act 1999*, the Public Service Regulations, the *Privacy Act 1988* and the *Crimes Act 1914*, as well as the general law.

The use and disclosure of information provided by applicants for *Tradex* is discussed in the *Guide to Completing the Application for a Tradex Order Form* and in the *Tradex Customer Information Guide*. As part of making this application, applicants are required to declare that they have read the *Tradex Customer Information Guide*.

Before you Begin

About AusIndustry

AusIndustry is the Australian Government's business program delivery division of the Department of Industry, Innovation and Science.

When to Use This Form

The holder of a *Tradex* Order may use this form to apply for a Variation of the Order in relation to either or both of the following:

- the **exclusion** from the *Tradex* Order of goods of a kind or description specified in the Order; and/or
- the **inclusion** in the *Tradex* Order of eligible goods of a kind or description not already specified in the Order

Getting help to fill in your application

You can also get general help to prepare your *Tradex* application by phoning an AusIndustry Customer Service Manager. For details, call the Contact Centre on **13 28 46** or visit www.business.gov.au.

In the light of the various obligations that apply to holders of *Tradex* orders, holders applying to vary an order are encouraged to seek independent assistance about the application for variation and the ability to continue to comply with ongoing program obligations.

Important: If you need more space to include extra information, attach a separate sheet to your application.

Business / Applicant Information

1 Applicant's *Tradex* Order Number

Order Number

2 Name of Applicant

If individual or sole trader

Mr,Ms,etc Given name/s

Family name (surname)

Birth date

If company or other incorporated entity

Legal/registered name

Date of Incorporation

Date commenced operations

3 Australian Business Number (ABN)
(if you have one)

4 Australian Company Number (ACN)
(if you have one)

5 If no ABN please quote CCID
(Customs Client Identifier)

6 Which of the following accurately describes you or your business / organisation?
Tick ALL that apply.

- | | |
|---|--|
| <input type="checkbox"/> Individual or Sole Trader | <input type="checkbox"/> Any other unincorporated association or body of persons |
| <input type="checkbox"/> Registered Company / Corporation | <input type="checkbox"/> Trustee apply on behalf of a trust |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Other Specify below ↓ |

7 What is your ANZSIC code?

8 What is your core business?

9 What are your details for the last financial year?

Year/s	Annual Turnover	Number of Employees
<input type="text"/>	<input type="text"/>	<input type="text"/>

10 Last day and month of your financial year

Day / mth

11 Website address *(if you have one)*

12 Business email address *(if you have one)*

13 Trading Name/s *(if you trade under another name)*

14 Business Street Address

Street

Suburb State Postcode

15 Business Postal Address *(if different to above)*

Postal

Suburb State Postcode

16 Nominated contact person for *Tradex* matters

Mr,Ms,etc Given name/s

Family name (surname)

17 Contact person's position.

- | | |
|--|--|
| <input type="checkbox"/> Chief Executive Officer | <input type="checkbox"/> Financial Controller / Accountant |
| <input type="checkbox"/> Company Secretary | <input type="checkbox"/> Partner |
| <input type="checkbox"/> Managing Director | <input type="checkbox"/> Manager |
| <input type="checkbox"/> Director | <input type="checkbox"/> Other Specify below ↓ |

18 Preferred method of contact *(tick one only)*

- Email Phone Letter

19 Contact Phone

Contact Mobile

Contact Fax

Contact email address *(if not same as business email)*

20 Postal address of contact person

(If not the same as the business postal address)
all Tradex correspondence will be sent here

Street

Suburb State Postcode

21 Customs Broker details *(if you have one)*

Broker Business Name

Broker's Name

Broker's Phone

22 Is there any outstanding *Tradex* duty liability?

- No Yes

23 Is the applicant insolvent, under administration or an externally administered body corporate?

- No Yes

Variation of Goods to be imported under *Tradex*

Goods to be imported

24 Are the goods you propose to import under *Tradex*, intended for export by you or another party?

Yes

No *

25 What goods do you intend to include or exclude from your *Tradex* order? (Indicate with a tick)

Customs tariff chapter number	Description of goods	Include	Exclude

If more entries - please attach a separate sheet to the application.

26 What will be the estimated value of all nominated goods imported under your *Tradex* order? Estimated value (per year)

27 How much Customs duty would normally be payable on these goods? Estimated amount (per year)

Requirements of *Tradex* Regulations

28 Before being exported, will all goods you propose to import under *Tradex* be:

a) Kept in the same condition in which they were imported (ie unused and not mixed with other goods)? Yes No

b) Used by being subjected to a process or to treatment for the purpose of producing manufactured goods? Yes No

c) Used as inputs in the manufacture of other goods? Yes No

d) Used by being otherwise mixed with other goods (eg simple assembly)? Yes No

29 If 'Yes' applies to b), c) or d) applies, give a brief description of the manufacture, process, treatment or other mixing.

30 Will any of the imported goods be mixed with like goods produced in Australia? Yes No

If 'Yes', give a brief description of the mixture.

Export Information

31 Does the applicant intend to export all nominated goods within one year of importation into Australia? Yes No*

Give a brief description of the exported goods.

32 Will the applicant be the exporter of the goods? Yes ↓ No*
Go to Q34

33 If you will not be the exporter, provide the details of who will be the exporter (plus contact details if available).

34 What will be the estimated value of goods to be exported? Estimated value (per year)

35 Estimated time from import to export Months Weeks

36 What is the intended overseas destination of the goods? *Country/Countries*

*For more information call the Contact Centre on 13 28 46 or visit www.business.gov.au

Record Keeping Requirements

- 37** Do you have adequate record keeping and accounting systems in place in respect of the goods that are the subject of your application?
- Yes
- No* ⇒ You are not eligible for a *Tradex* Order. Do not send this application.
- 38** Will your records show if the goods imported under a *Tradex* order have been subjected to any of the following actions?
- | | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| Incorporated with other goods | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Stored | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Incorporated in other goods consumed or used in Australia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Disposed of, or otherwise dealt with in Australia | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Exported | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Subject to <i>Tradex</i> duty | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Declaration

- 39** Authorised person declaration.
- I declare that:
- I am the applicant (for applications from individuals) or an officer of the applicant who is duly authorised to make this application for the applicant (for incorporated applicants).
 - I have read the *Tradex Customer Information Guide* and understand the obligations applying to holders of Tradex orders under the *Tradex Scheme Act 1999* ("the Act") and the *Tradex Scheme Regulations 2008* ("the Regulations").
 - To the best of my knowledge the information provided in this application is true, correct and accurate in all material particulars.
 - I understand that the giving of false or misleading information is a serious offence.
 - I understand that the applicant may be required to provide further information in support of this application.

Print name of signatory

Mr,Ms,etc	Given name/s
Family name (surname)	

Signature

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Date

Day	Mth	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Declaration continued

Signatory's position

<input type="checkbox"/> Chief Executive Officer	<input type="checkbox"/> Financial Controller / Accountant
<input type="checkbox"/> Company Secretary	<input type="checkbox"/> Partner
<input type="checkbox"/> Managing Director	<input type="checkbox"/> Manager
<input type="checkbox"/> Director	<input type="checkbox"/> Other Specify below ↓
<input type="text"/>	

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