

## EASY 4 STEP GUIDE



The direct debit payment system is available for funds to be debited from your nominated account for the payment of Government expenses paid on your behalf including, but not limited to, Customs Duty, Goods and Services Tax (GST), Wine Equalisation Tax (WET), Luxury Car Tax (LCT), Australian Customs and Border Protection Service (ACBPS) Processing Fees and other charges payable in respect of imported goods.

If you would like to arrange direct debit payments with Australian Customs for your import duty and GST please see below for our easy 4 step guide.

### Step 1

Download the relevant Direct Debit Authorisation & Direct Debit Request forms by clicking on the below links

[https://www.homeaffairs.gov.au/Cargosupport/Documents/b322\\_icseftclientauthorisation.pdf](https://www.homeaffairs.gov.au/Cargosupport/Documents/b322_icseftclientauthorisation.pdf)

<https://www.homeaffairs.gov.au/Forms/Documents/B320.pdf>

### Step 2

Complete the forms and email a copy to [jmadden@precisionforwarding.com.au](mailto:jmadden@precisionforwarding.com.au)

We will submit these to Australian Customs on your behalf

### Step 3

Precision will notify you once your Direct Debit request has been set up

## **Step 4**

We offer the below direct debit authorisation options:-

### **Standard Authorisation**

Prior to the duty payment being made, no additional authorisation is required at time of clearance. This is our preferred method of processing as we believe it will avoid any additional delays in clearing your consignments and minimise the risk of additional expenses being incurred. Sufficient funds should be available in your nominated account at all times to cover these costs.

**OR**

### **Email Authorisation**

Prior to the duty payment being made, the Customs Entry is emailed to your organisation's nominated contact person. Payment processing and customs clearance is delayed until written authority to proceed is received. For this method to be effective we suggest a 1 hour turn around time to prevent delays which may result in unnecessary and additional expenses being incurred.

### **Customs Disbursement Fee**

Effective January 15, 2018 we will charge a disbursement fee of AUD 25.00 per disbursement invoice to offset the administrative and financial cost of outlaying funds to Australian Customs on our client's behalf.

This fee will be charged if the disbursement value is higher than AUD 1,000.00

We encourage our clients to consider the direct debit payment option with Australian Customs, this allows funds to be debited from your nominated account for payment of import customs duty, goods and services tax and other fees payable in respect of imported goods.

The disbursement fee will not be charged to customers signed up to direct debit.

If you have any questions please do not hesitate to contact us.

