

Export Declaration Guide

Notes for Completing an Export Declaration

Export Declaration (B957)

Please complete the form following the numbers as follows:

Item No	Heading	Completion
1	Reference: Customs Use Only	= Leave Blank
2	Reporting Party Type	= If you are the owner tick the box marked owner = If you are an agent of the owner tick the box marked agent
3	Your reference	Your surname
4	Reporting Party ID	= If owner – CCID or ABN (CCID is obtainable by completing a Client Registration Form) = If agent – ABN or CCID
5	Intended Date of Export	= The date the goods will be exported from Australia
6	Unique Consignment Reference No.	= Leave Blank
7	Customable/Excisable Indicator	= Tick "No"
8	Prescribed Good Indicator	= Tick "No"
9	Warehouse Est. ID	= Leave Blank
10	Goods Owner Party ID	= If agent is completing the entry the owner's ABN or CCID is to be inserted. Otherwise leave blank.
11	Branch ID: confirming export only	= Leave blank
12	Confirming Exporter Type (N,Y,C)	= N
13	Export Goods Type ST=Stores PO=Postal SP=Spares AB=Accompanied Baggage OP=Own Power OT=Other	AB = if you are taking the goods on the plane with you
14	Consignee Name	= Your full name

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15	Consignee City	= The city where the goods are going to
16	First Port of Loading	= The city where the goods will leave from eg Adelaide
17	First Port of Discharge	= The city where the goods will first arrive.
18	Final Destination Country Code	= The country where the goods will be going to
19	Mode of Transport	= If the goods are going by Air or Sea (tick appropriate box)
20	Vessel ID/Flight No	= Leave blank
21	Voyage No.	= Leave blank
22	Cargo Type C=Containerised CO=Combination N=Non Containerised B=Bulk	= Tick "N" NOTE: AIR CONSIGNMENTS ARE ALWAYS NON-CONTAINERISED.
23	Total No. Packages	= Number of packages
24	Total No. Containers	= Leave blank
25	Invoice Currency	= AUD (Australian dollars)
26	FOB Currency	= AUD
27	Total FOB Value	= The total value of the consignment PLEASE ADD ALL LINES.
28a	Line Number	= Line 1
28	Commodity Classification Code	= 9903.00.10
29	Goods Description	= eg. The number of firearms you are taking plus a brief description, eg. 1 x Bolt Action Rifle plus accessories
30	Goods Origin Code	NSW=AU-NS TAS=AU-TS VIC=AU=VI QLD=QU-QL ACT=AU-CT SA=AU-SA WA=AU-WA FOREIGN=YY-FO
31	Goods Origin Country Code	The name of the primary country where the goods were manufactured
32	Temporary Import No.	= Leave Blank
33	Net Quantity	= (a) Leave blank (b) NR
34	Gross Weight	(a) The total weight of the goods (b) = KG
35	Line FOB Value	= The value of the goods on Line1 AUD
36	Permit Prefix	= Leave Blank
	Permit Header	= Leave Blank