

Letter of Authority Guidance

1. Evidence of the signing party is required (i.e. passport copy or drivers licence)
2. The ABN is not a required field, if you are completing this document under your personal name please leave this field blank.
3. This document must be physically signed by you (digital signatures are not accepted). You are granting permission for us to act as your Customs Broker. You are the Authorised signature.
4. Position with customer. This field is for companies, complete with your job title. If you are completing as an individual you can leave this field blank
5. Customer name. This should be the same as question one.

ON CUSTOMER LETTERHEAD

AUTHORISATION AND ACKNOWLEDGEMENT OF TERMS AND CONDITIONS

1. ACCEPTANCE OF TERMS & CONDITIONS

- 1.1 The customer named below (**Customer**) agrees that all services provided by End To End Customs Pty Ltd (ABN 66603696377), its nominees and/or its agents (**the Company**) are subject to the Company's Standard Terms and Conditions, as amended, varied or replaced from time to time (**T&Cs**).
- 1.2 The Customer acknowledges receipt of the T&Cs and agrees that it accepts to be bound by the terms of this Authority and the T&Cs. A copy of the T&Cs can be found at <https://e2ecustoms.com.au/terms> and a further copy can be provided on request.

2. TERM OF AUTHORITY

- 2.1 This Authority will apply from the date of this Authority until terminated by either party.
- 2.2 This Authority is terminated by a party giving the other party written notice of termination.

3. AUTHORITY

- 3.1 The Customer authorises the Company to:
- (a) act as the Customer's customs broker;
 - (b) quote the Customer's Australian Business Number stated below as may be required to perform services on behalf of the Customer;
 - (c) act on the Customer's behalf for all purposes contemplated by any Customs-related law (as defined in the *Customs Act 1901*) and for any purpose required to assist with import, export, carriage, storage, treatment and delivery of goods; and
 - (d) act on behalf of the Customer do all things requested by any government authority, department or body, related to the clearance, carriage and delivery of the goods.
 - (e) Receive, if required, any customs refunds on behalf of the Customer as their agent.

4. AUTHORITY OF SIGNATORY

The authorised signatory whose name is set out below (**Authorised Signatory**) warrants that it either is the Customer or has the express written authority of the Customer to enter into this Authority on the Customer's behalf.

5. LIABILITY

If the Authorised Signatory is not the Customer or does not have the authority to enter into this Authority on the Customer's behalf, the Authorised Signatory agrees and acknowledges that it will be taken to have entered into this Authority on its own behalf and will be treated as the Customer under the T&Cs.

_____ Signature of Authorised Signatory	_____ Date
_____ Full name of Authorised Signatory	_____ Position of Authorised Signatory
_____ Customer Name	_____ Customer's Australian Business Number (ABN)