



Paragraph 126E(2)(b) of the *Customs Act 1901*

**Departure Report (Customs use only)**

Customs Reference Number (CRN):	Date & time stamp
Office:	

**Reporting party details**

Reporting party name::	Reporting party ABN or Customs client ID (CCID):
Senders Reference:	
Carrier name:	

**Departure details for SHIP**

Name of SHIP:	Lloyd's No. or Custom Ship No.:	
Voyage No.:	Departure Date: / /20	Departure time :
Name of berth:	Destination port:	

**Departure details for AIRCRAFT**

Flight No.:	Departure Date: / /20	Departure time :
Name of terminal:	Destination airport:	

**Declaration**

I make this contingency departure report and application for a certificate of clearance under paragraph 126E(2)(b) of the *Customs Act 1901* during a period during which the Integrated Cargo System is temporarily unavailable, and declare that I am authorised to make this application and that the information provided is correct.

On restoration of the ICS I will lodge an electronic application for the ship or aircraft providing complete details of the departure.

Name of person making the application:	Reporting party name:		
Telephone number:	Facsimile number:	Signature:	Date: / /20

## Instructions

### Completing the contingency departure report

During a declared outage, a contingency departure report will only be accepted by Customs as an application for a certificate of clearance for a ship or aircraft due to depart from a port, airport or other place in Australia during the next 24 hours.

- Complete all data fields on the report.
- The details must be reported using a contingency departure report, to which the exporter may attach printed reports generated by the applicant's electronic systems.
- Sign and date the report.

The completed contingency departure report may be lodged:

- in person at a Customs counter (refer contact details); or
- by fax or email by registered ICS clients.

Evidence of identity is not required for registered ICS clients.

### Grant of a certificate of clearance

- Customs will accept the contingency departure report as the application for a certificate of clearance for the ship or aircraft.
- All other prerequisites to obtain a certificate of clearance must be satisfied unless otherwise advised.
- If all prerequisites are satisfied, a certificate of clearance may be granted for the ship or aircraft.

### Departure report recovery

When the ICS become operative, you are obliged to make an electronic report for the departure. This may be via EDI or Customs Interactive. The actual date and time of departure should be reported.

For more information access the Customs website [www.customs.gov.au](http://www.customs.gov.au) or contact your local Customs office.

## Contact details

District offices located at Port Lincoln and Port Pirie.

### NSW

**Sydney:** Ground Floor, Customs House P 02 8339 6131

10 Cooks River Drive F 02 8339 6708  
Sydney International Airport Mascot NSW 2020

**District offices located at Coffs Harbour, Eden, Lord Howe Island, Newcastle, Richmond RAAF and Wollongong.**

### VIC

**Melbourne (Sea):** Customs House, P 03 9244 8186  
1010 Latrobe Street, Docklands F 03 9244 8010

**Melbourne (Air):** Level 1, Customs House P 03 9339 1317  
Grants & Service Roads, Melbourne Airport F 03 9339 1376

District office located at Portland

### QLD

**Brisbane (Sea):** Level 2, Terrica Place P 07 3835 3161  
140 Creek Street, Brisbane F 07 3835 3479

**Brisbane (Air):** Ground Floor, International P 07 3835 3857  
Terminal, Brisbane Airport F 07 3835 3822

**Cairns (Sea):** 1<sup>st</sup> Floor AAC Building P 07 4052 3527  
Cairns International Airport F 07 4052 3553

**Cairns (Air):** International Terminal Building, P 07 4052 3552  
Cairns International Airport F 07 4052 3553

District offices located at Bundaberg, Gladstone, Mackay, Thursday Island, Townsville and Weipa.

### SA

**Adelaide (Sea):** Customs House P 08 8447 9213  
220 Commercial Road, Port Adelaide F 08 8447 9208

**Adelaide (Air):** Aviation House P 08 8447 9551  
International Drive, Adelaide Airport F 08 8234 4065

### WA

**Fremantle (Sea):** Customs House P 08 9430 1684  
2 Henry Street, Fremantle F 08 9430 1735

**Perth (Air):** International Terminal Building P 08 9477 8807  
Horri Miller Drive, Perth Airport F 08 9477 8829

District offices located at Albany, Broome, Bunbury, Carnarvon, Christmas Island, Dampier, Esperance, Geraldton and Port Hedland.

### TAS

**Hobart:** 1st Floor, MBF Building P 03 6230 1270  
25 Argyle Street, Hobart F 03 6230 1261

District offices located at Burnie and Launceston.

### NT

**Darwin:** Customs House P 08 8946 9851  
21 Lindsay Street, Darwin F 08 8946 9953

District office located at Gove.

### ACT

**Canberra: Ground Floor, Customs House P 02 6275 5041  
5 Constitution Av, Canberra**

**National: ICS Business Support 1 800 022 267**