

First Import Checklist

Every step of a first commercial import into Australia, in order. Print it, tick it off, ship with confidence.

Before you order

- Goods confirmed legal: checked the ABF prohibited & restricted list, permit in hand if restricted
- Biosecurity conditions confirmed in BICON for your exact product AND country of origin
- ABN registered (commercial importers); GST registration considered for input tax credits
- Supplier verified: business licence, references, samples checked against Australian standards
- Product compliance mapped: RCM for electrical, TGA for therapeutic claims, labelling rules

Before shipping

- HS code classified and duty rate confirmed — FTA concession claimed (ChAFTA / AUSFTA / RCEP) with origin evidence
- Incoterm agreed in writing (FOB recommended for sea); marine insurance arranged
- Commercial invoice with specific descriptions; packing list matches; values accurate (under-declaration = penalties)
- BMSB season check (1 Sep – 30 Apr): target goods from target countries treated offshore by approved provider
- Timber pallets/crating ISPM 15 marked; goods clean of soil and contamination
- Broker engaged (or ICS self-lodgement set up); documents pre-lodged before vessel arrival

On arrival

- Import Declaration lodged for goods over AUD 1,000 (SAC below); IPC paid (\$50 / \$152 electronic)
- Duty + 10% GST on VoTI paid (or GST deferred via the ATO scheme for eligible businesses)
- Biosecurity clearance passed; inspection bookings made promptly to protect wharf free days
- Delivery booked — watch storage, demurrage and detention clocks from day one

Before you sell

- Mandatory product standards met; English labels with origin and Australian importer details applied
- Records kept 5 years: invoices, declarations, origin evidence, treatment certificates