

# EXDOC

## EXPORT DOCUMENTATION SYSTEM

Complete this form if you wish to be registered on the EXDOC System as an EDI User. See overleaf for further instructions.

Company Name: \_\_\_\_\_

ABN: | | | | | | | | | | | | | | | | | |

Registered Business Address: (This must be a street address NOT a PO Box)

\_\_\_\_\_

\_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Position: \_\_\_\_\_

\_\_\_\_\_

EXDOC Interface Software: \_\_\_\_\_

Software Internet Mail Address: \_\_\_\_\_

\_\_\_\_\_

Product Type: Dairy  Grain  Meat  Wool

Fish  Horticulture  Inedible Meat  Skins & Hides

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Position \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

OFFICE USE ONLY:

EXDOC EDI User Number: \_\_\_\_\_ Mailbox Identifier: \_\_\_\_\_

Action Officer: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Do I need to register as an Exporter and EDI User?	You need to register as an EDI User if you want to be able to create documents using EXDOC, and you have the appropriate EXDOC Interface software.
Registered Office Address:	Enter the physical address of your Company. This must be a street address, not a PO Box address.
Postal Address:	AQIS will post EXDOC invoices and information newsletters to this address.
E-mail Address:	AQIS will send you country requirements and other helpful information to this address.
Contact Name:	Enter the name of the person who is responsible for EXDOC in your company.
EXDOC Interface Software:	Enter the name and version of the EXDOC Interface software package you will use to communicate with EXDOC.
Communication Method:	Tick the appropriate type of method you will use to communicate with EXDOC.
X400 Address:	If known, please enter the X400 address details Telstra issues you with.
Internet Mail Address:	If you are going through e-mail to communication with EXDOC enter the e-mail address you wish your documents to be sent to.
Product Type:	If you export multi-commodity product you must number the product type boxes in order of the product type that is exported in the largest total amount. Eg, if you export meat and dairy and the tonnage for meat exceeds dairy, meat will be numbered 1 and dairy will be numbered 2.
What do I do when I have filled out the EXDOC Registration Form?	Fax a copy of the completed document to (02) 6272 5773. Once registered as an Exporter on the EXDOC System you will be notified by Electronic Documentation (EDS) Staff. If you require further information please phone (02) 6272 4700.