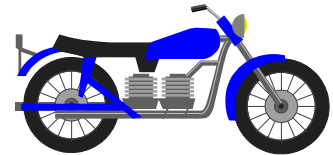
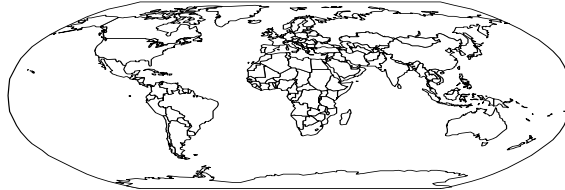
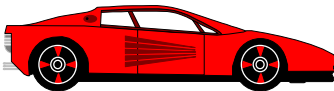




AUSTRALIAN AUTOMOBILE ASSOCIATION (AAA)

ABN 25 008 526 369

Information & Application form - Carnet de Passages en Douane (CPD)



The Australian Automobile Association (AAA) is a members of the AIT/FIA Carnet network which guarantees, to Customs' authorities around the world, payment of Customs Duty on motor vehicles, temporarily imported for touring purposes and which are not subsequently exported.

Carnet de Passages en Douane (CPD)

The word **Carnet** comes from the French meaning 'notebook'. It is a passport for your car/motorcycle and comprises a book of vouchers.

A **Carnet** allows visitors to temporarily import vehicles for a limited period of time with a minimum of formality and without the need to make a cash deposit at the frontier in local currency, equivalent to Customs duty and other excise taxes.

A **Carnet** is essential for the temporary importation of vehicles into New Zealand, most African, Asian, Middle East, and South American countries.

It is not required for motor cars, campervans, and motorcycles entering the UK, Europe or the continent of North America for touring purposes.

Each page of the Carnet is divided into three sections.

1. The **first** or **lower voucher** comprises the **entry voucher** which is removed by Customs at the point of arrival.
2. The **second** or **middle voucher** is the **exit voucher** and is retained by Customs at the exit frontier.

3. The **third** or **upper voucher**, at the spine of the document, is the **counterfoil**, which remains with the **Carnet** and is stamped both on entry and exit by Customs.

The latter being the most important to the holder since it will normally discharge the liability for that country's import charges.

If no record of the export of the vehicle is available by the date of expiry of the Carnet, the Customs' authorities holding an **entry voucher** will notify of a pending claim for import charges.

If the vehicle is more than thirty (30) years old please check with:

Movable Cultural Heritage Unit,
Department of Environment & Heritage
GPO Box 787, Canberra, ACT, 2601
Telephone: (02) 6274 1810, Fax: (02) 6274 2731,
Email: movable.heritage@deh.gov.au
Web: www.deh.gov.au/heritage/movable/index.html

to inquire whether an Export Permit is required to allow the vehicle to be temporarily exported from Australia.

The onus is upon the Carnet holder to produce the official evidence of exportation required within the time allowed in order to avoid paying import charges. Alternatively, if the vehicle has been permanently imported, sold or abandoned an official Customs' receipt is required showing that all duties and taxes have been paid in the country of permanent importation in order to clear any liabilities.

GUARANTEES

In order to obtain a **Carnet** the following steps must be taken.

- a) Complete and sign an **Application for Carnet de Passages en Douane and Carnet liability Proposal form**.
- b) Sign the Declaration included with the Application package.
- c) Provide the following:
 - Photocopy of the vehicle's current registration certificate
 - A current evaluation of the vehicle on letterhead from a reputable dealer
 - Photocopy of current Driver's Licence
 - Photocopy of applicant's Passport or Passports where the applicant holds dual passports
 - Provide evidence of current club membership
 - Brief written itinerary of proposed journey
 - Brief resume of the applicant
 - A list of spare parts/tools and their value
- d) Provide a security in one of the following forms:
 - **Cash Deposit**
A Bank Cheque which will be returned in full on receipt of a fully discharged Carnet.
 - **Bank Guarantee**
A guarantee executed by an approved financial institution (see sample). Authority for release of the guarantee will be issued on receipt of a fully discharged Carnet.
 - **Insurance Indemnity**
This policy indemnifies the Australian Automobile Association. The Insurers will hold the purchaser liable to any claim due to incomplete discharge of the Carnet.

The policy premium is based on 2% of the 'Indemnity Amount' (see schedule below) which is the potential maximum liability for Customs Duty. For example insurance premium payable for a vehicle travelling the overland route to Europe through India/Pakistan/Iran would be \$AU940.00. This is based on the market value of the vehicle, \$10,000. Value of the Indemnity Amount is calculated at 470%, times 2%.

That is \$10,000 x 470% = \$47,000 x 2% = \$940

PLEASE NOTE THAT THERE IS A \$300 MINIMUM PREMIUM PAYABLE.

In addition a deposit of \$250.00 is also required to cover the first part of a potential Customs' claim and this is refundable when the discharged Carnet is returned.

It must be clearly understood that if this insurance is taken up, it does not relieve you of paying Duty should the necessity arise. The Underwriters are entitled under the Indemnity to recover from you the amount paid. The guarantee merely enables you to take the vehicle out of Australia without having to freeze a lump sum in this country.

CARNET FEES

A fee of \$AU400.00 is payable in addition to the amount of security or premium required for the issue of a Carnet. Please allow at least ten (10) working days for the completion of the documentation.

INDEMNITY AMOUNTS

Country	Motor vehicles	Motor Cycles
Australia	100%	30%
Egypt	200%	150%
Europe	100%	50%
India/Pakistan/Sri Lanka	400%	400%
Iran	470%	470%
Japan	100%	100%
Middle East	150%	100%
New Zealand	50%	25%
Singapore/Malaysia/Indonesia	200%	150%
South America (trans)	300%	200%
South Africa	150%	100%
Syria	400%	400%
Trans Africa	200%	150%

All Carnets exclude Iraq

For further information contact:-

Peppina Sorbara, Carnet Manager
 Australian Automobile Association (AAA)
 GPO Box 1555
 CANBERRA ACT 2601
 Telephone: 02 6247 7311
 Fax: 02 6257 5320
 Email: Peppina.Sorbara@aaa.asn.au

or International Motoring Officer at:

NRMA	1300 13 11 22
RACV	03 9790 2211
RACQ	07 3361 2444
RAASA	08 8202 4600
RACWA	08 9436 4444
RACT	03 6232 6300
AANT	08 8981 3837



AUSTRALIAN AUTOMOBILE ASSOCIATION (AAA)
 ABN 25 008 526 369

**APPLICATION FOR CARNET DE PASSAGES EN DOUANE
 and/or CARNET LIABILITY PROPOSAL**

FULL NAME(S).....
 (Block letters) (Family) (Other names)

Permanent Home Address.....P/C.....

Membership Number.....Club/Association..... Expiry date...../...../.....

Business Address.....P/C.....

Overseas Address.....P/C.....

Telephone Numbers: Home.....Business..... Fax.....

Occupation..... Date of Birth...../...../.....

Nationality.....Passport Number..... Expiry date...../...../.....

Purpose of Journey.....

Vehicle Departure Date from Australia...../...../..... Return Date...../...../.....

Applicant Departure Date from Australia...../...../..... Return Date...../...../.....

Please list the countries to be visited and approximate duration of stay in each:

DESCRIPTION OF VEHICLE

In every case the following particulars must be correctly given or delay at overseas border frontiers may occur. Do not rely on the Registration Certificate, but check the numbers on the vehicle.

Registered in.....Under Rego. Number.....Year of manufacture.....

Net weight of vehicle in kgs.....Value of vehicle in \$AU.....

Chassis/VIN { No.
 Make.....

Engine { No.
 Make.....
 No. of cylinders.....
 Horsepower/cc/Kilowatts.....

Coachwork { Body Type/Shape eg Sedan, Stationwagon.....
 Colour Body.....Colour Upholstery.....
 Number of seats or carrying capacity.....

Radio (Indicate make, value, & whether fixed or portable).....

Spare Tyres.....

Other Particulars.....
 (If applicable please complete the separate sheet listing Spare Parts/Tools and their value per item)

DECLARATION

I declare that:

1. I am not principally resident in any of the countries I propose to visit and confirm that the particulars given by me on the Carnet application form are correct.
2. I will comply with the Customs laws and regulations of the country visited governing temporary importation of motor vehicles, particularly all instructions applying to the use of the Carnet (entry visa, exit visa, etc).
3. I will not place the vehicle at the disposal of a person or firm having a residence or business in the country of temporary importation, nor use the vehicle between points within that country for transport of local goods or passengers against remuneration or other considerations unless specifically authorised by the Customs authorities.
4. I will re-export the vehicle and any items listed on the Carnet from the visited country or countries within the time limit prescribed by the national Customs legislation and will ensure, when leaving the visited country, that the Carnet which remains the property of the issuing association has been discharged by the Customs authorities.
5. I will notify the issuing association or the guarantor association in the country visited as soon as possible of any circumstances (damage, confiscation, etc) preventing or delaying exportation of the imported vehicle and/or other items listed on the Carnet.
6. I will ensure that the Carnet is discharged by the Customs Administration before selling the vehicle, or modifying its characteristics, or if it has been written off for any reason, or destroyed under Customs control. (The holder must return the Carnet, after having it properly discharged to the issuing association).
7. I will return the Carnet to the issuing association after having it properly discharged as soon as possible after use or at the latest at the expiry of the Carnet's validity.
8. I will provide a completed Certificate of Location – see the last page of the Carnet – before the Carnet is returned to the issuing association if it has not been properly discharged by the Customs of the last country in which it was used for temporary importation.
9. In the event of the Carnet being lost, I will provide the issuing association with a completed Certificate of Location made out by the authorities of the country of registration or final Importation dated beyond the expiry date of the Carnet.
10. I will reimburse the issuing association upon presentation of an account for any expenses (including the payment of Customs taxes) under the issuing association guarantee, including costs arising from any incorrect information supplied by me.
11. I authorise the issuing association to obtain from any public or private authority details of my address and any other information necessary to deal effectively with any enquiry arising from my use of a Carnet or other Customs document issued under the issuing association guarantee.
12. I understand that the issuing association cannot be held responsible for the effects of any changes in temporary importation regulations which have either not been officially communicated to the AIT & FIA or are amended after the issue of the Carnet.
13. I authorise the issuing association to take at my expense all reasonable legal steps to avoid payment of Customs duties and/or charges and to use any guarantee deposit held for this purpose.
14. Provide security:-

	Total	\$AU.....	calculated at% of the value of the vehicle plus parts, either as:-
1. A Cash Deposit		\$AU.....	
or			
2. A Bank Guarantee		\$AU.....	through.....Branch.....
			(Name of Bank)
			Address.....
or			
3. Insurance Premium		\$AU.....	Refundable Deposit \$AU.....

I also undertake and agree not to hold the Association responsible for any acts or omissions of any person, firm or corporation and that, so far as it may concern me, all claims against the Association arising out of in connection with this application shall be determined according to the law of the Commonwealth of Australia or the appropriate State law as decided by the Association, whose decision shall be final, to the exclusion of the jurisdiction of any other country.

Attached is:-

- Copy of current certificate of registration of the said vehicle
- An evaluation of the vehicle on letterhead, from a reputable dealer
- A list of spare parts/tools and individual value
- Photocopy of applicant's Drivers' Licence (both sides)
- Brief written itinerary of proposed journey
- Photocopy of applicant's Passport (s)
- Brief resume of the applicant

I HEREBY CERTIFY that the vehicle, details of which are recorded on the application form, is:-

- a) not subject to a hire purchase agreement, bill of sale or other encumbrance

NOTE: The applicant of a Carnet must furnish a statement from the hire purchase owner or mortgagee stating that there is no objection to shipment of the vehicle outside the country.

Signature of Applicant.....

Signature of Witness..... Date.....

PLEASE READ THESE IMPORTANT NOTICES CAREFULLY

COMPLETION OF FORM - It is suggested that members should either fill in this form personally or check the particulars, as any inaccuracy may entail considerable delay at overseas Customs frontier borders, or even forfeiture of the duty. In no case is the office staff permitted to fill in these particulars.

SUBMISSION OF APPLICATION FORM – The completed application form together with your Cash Deposit, Insurance Premium or Bank Guarantee if applicable, should be forwarded to the issuing Club or Association at least **TEN DAYS** before date of departure.

SALE OF VEHICLE – The sale of a motor vehicle in a country into which it has been temporarily imported by means of a Carnet is **STRICTLY FORBIDDEN**.

ENGINE AND CHASSIS/BODY/VIN NUMBERS – These numbers must be stamped in prominent and easily accessible positions on the actual engine and chassis/body. It is not sufficient for them to appear on a plate attached to the vehicle. Failure to carry out this requirement may lead to delays in clearance and additional charges in some countries. Applicant should ensure the engine number and Body/VIN number are correctly recorded on the vehicle's certificate of registration which should be carried with the Carnet at all times.

PRIVACY PROVISIONS - Please note that to process your application, AAA may need to collect your information and disclose it to the automobile club in your State and the Australian Customs Service. When you are overseas, you will need to present vouchers containing some of your information to overseas customs authorities in that country.



List of Spare Parts/Tools Declaration

TO BE READ AND SIGNED BY THE CARNET DE PASSAGES EN DOUANE (CPD) APPLICANT

- I will comply with the Customs laws and regulations of the country visited governing temporary importation of motor vehicles, particularly all instructions applying to the use of the Carnet (entry visa, exit visa, etc)
- I will re-export the vehicle and any items listed on the Carnet from the visited country or countries within the time limit prescribed by the national Customs legislation and will ensure, when leaving the visited country, that the CARNET which remains the property of the issuing association has been discharged by the Customs authorities.
- I will notify the issuing association or the guarantor association in the country visited as soon as possible of any circumstances (damage, confiscation, etc) preventing or delaying exportation of the imported vehicle and/or other items listed on the Carnet.
- I will ensure that the Carnet is discharged by the Customs Administration before selling the vehicle, or modifying its characteristics, or if it has been written off for any reason, or destroyed under customs control.
- I will return the Carnet to the issuing association after having it properly discharged as soon as possible after use or at the latest at the expiry of the Carnet's validity.
- I understand that the issuing association cannot be held responsible for the effects of any changes in temporary importation regulations which have either not been officially communicated to the AIT &FIA or are amended after the issue of the Carnet.

.....

.....

SIGNATURE OF APPLICANT:

DATE:

Please Note: The total value of these items should be added to the value of your vehicle when calculating your security requirements.

List of Spares/Tools	Value	List of Spares/Tools	Value
Total			

Bank Guarantee (Sample)

Carnet de Passages en Douane (CPD)

**To: Australian Automobile Association (AAA); and
The Authorised Agent of Australian Automobile Association (AAA); (Favouree)**

IN CONSIDERATION of your agreement to pay Customs duties and fees on behalf of

..... in respect of the shipment of his/her motor vehicle under
(Name of Customer)

..... to the estimated amount of
(Carnet Number)

..... at the request of the above mentioned Customer
(Total Security Amount Including Spares/Tools)

and in consideration of the abovementioned Favouree at the request of the Bank dispensing with the lodgement by the Customer of the Security Deposit for shipment overseas of

..... the bank unconditionally undertakes to pay on
(Vehicle Details)

written demand any sum which may from time to time be demanded by the Favouree to a maximum aggregate sum of

.....
(Amount in Words & Figures)

This guarantee is to continue until one of the following events occur:

- The Bank receives written notification from the Favouree that this guarantee is no longer required;
- The return of this Guarantee to the bank;
- Payment to the Favouree by the Bank of the whole of the said sum or such lesser sum as may be required by the Favouree.

Should the Favouree notify the Bank in writing that it desires payment to be made to it of the whole or any part or parts of the said Security Deposit, it is unconditionally agreed that such payment or payments will be made to the Favouree forthwith without further reference to the Customer and notwithstanding any notice given by the Customer to the Bank not to pay same.

Provided always that the Bank may at any time without being required to do so pay to the Favouree the Security Deposit less any amount it may have already paid hereunder and thereupon the Bank's liability under this guarantee shall immediately cease and determine.

The benefit of this guarantee is personal and not capable of assignment.

.....
Bank Branch Date

.....
Authorised Bank Officer Official Bank Stamp



AUSTRALIAN AUTOMOBILE ASSOCIATION (AAA)

Insured Carnet Calculation Sheet

Full Name(s).....
Block letters (Family) (Other Names)

Vehicle Type.....Registration Number.....

Value of Vehicle \$.....

Value of Spare Parts if applicable \$.....

Total value of Vehicle and Spares \$.....

Insurance Indemnity.....% of \$.....
(Total-Vehicle plus Spares) \$.....

Insurance Premium, 2% of \$.....*

(Insurance Indemnity)

Carnet Issue Fee \$.....*

Refundable Bond \$.....*

Total payable \$.....

*(Includes Premium, Carnet Fee, Refundable Bond)



AUSTRALIAN AUTOMOBILE ASSOCIATION (AAA)

Countries in Which the Carnet de Passages en Douane (CPD) is Required ⁽¹⁾

Africa ⁽²⁾

Benin, Bophuthatswana, Botswana, Burkina Faso, Cameroun, Central African Republic, Chad, Ciskei, Comoros, Congo, Egypt, Gabon, Ghana, Guinea-Bissau, Ivory Coast, Kenya, Lesotho, Libya, Malawi, Mauritania, Namibia, Niger, Senegal, Somalia, South Africa, Swaziland, Tanzania, Togo, Uganda, Zimbabwe.

America

Argentina, Brazil ⁽³⁾, Canada, Chile, Colombia, Costa Rica, Dutch Antilles, Ecuador, Jamaica, Paraguay, Peru, Surinam, Trinidad & Tobago, Uruguay, Venezuela.

Asia & Middle East

Bahrain, Bangladesh, India, Indonesia, Iran, Iraq ⁽⁵⁾, Japan, Jordan, Kuwait, Lebanon, Malaysia, Myanmar, Oman, Pakistan, Qatar, Singapore, Sri Lanka, Syria, United Arab Emirates, Yemen.

Europe ⁽⁴⁾

Belgium, Denmark, Finland, Greece, Italy, Netherlands, Turkey.

Oceania

Australia, New Zealand.

Footnotes

- (1). This list may contain errors due to changes in national legislation.
- (2). In certain African countries, the CPD is not officially required, but is often used to facilitate temporary importation.
- (3). In Brazil, the CPD is not required for vehicles entering by land routes, but is required for vehicles arriving by boat.
- (4). In these European countries, the CPD is required only for certain categories of vehicles. The CPD is not required in these countries for private cars.
- (5). CPD system is not currently functioning in Iraq. There is no guarantor club and therefore AAA will not validate temporary entry under Carnet.