

Please read this document and the provided import permit document carefully. They contain instructions and information on the requirements to import samples to Australia.

The exporter (i.e. the person sending items to Australia) is responsible for ensuring that all of the conditions outlined on the Australian Government 'Permit to import conditionally non-prohibited goods' are met.

The following documents must be attached to the outside of the package:

1. Non-Hazardous Good Declaration. This must contain the following information:
 - Description of the commodity (species and tissue type e.g. purified DNA).
 - The volume of the sample and how it has been manipulated (e.g. DNA/RNA extraction method).
 - Whether the material viable, non-viable and/or self-replicable.
 - The country of origin.
 - End use of the product: For example, *in vitro* laboratory testing: Sequencing of genomic DNA or microbiome sequencing service 16S/18S/ITS.
 - State that the product is not for release, not of use in food, not of use *in vivo* studies.
 - The Import permit number and condition the commodity is being exported under. E.g. Import Permit number: 0002991234 condition 16.1.
 - Include any risk, hazards or exposure consequences.
Note: Failure to provide full and detailed information may result in customs delays and disposal of sample(s) by Australian customs.
2. Two copies of the completed Australian Government 'Permit to import conditionally non-prohibited goods' permit.
3. Proforma Invoice to declare the value of the goods.
4. Contact details of the receiver (i.e. the Ramaciotti team member who provided the permit) and 2 Australian telephone numbers for that team member.
5. Any documentation/labels required for dry ice/liquid nitrogen shipments. Your courier company should be able to assist.
6. A printed copy of the online LIMS submission form (provided after electronic submission of samples).

The following documents must be included in the inside of the package:

1. One copy of the completed Australian Government 'Permit to import conditionally non-prohibited goods' permit.
2. A copy of the Non-Hazardous Good Declaration.
3. A printed copy of the online LIMS submission form (provided after electronic submission of samples).

Note: Ensure that samples are packed in sealed double containers suitable for air travel. There are international regulations on the packaging of biological materials for air transport. A specialist transport company such as World Courier will be able to assist.

The Centre is not responsible for samples that are either delayed or disposed of by Australian Customs.