Victorian Chamber of Commerce and Industry



ATA Carnets

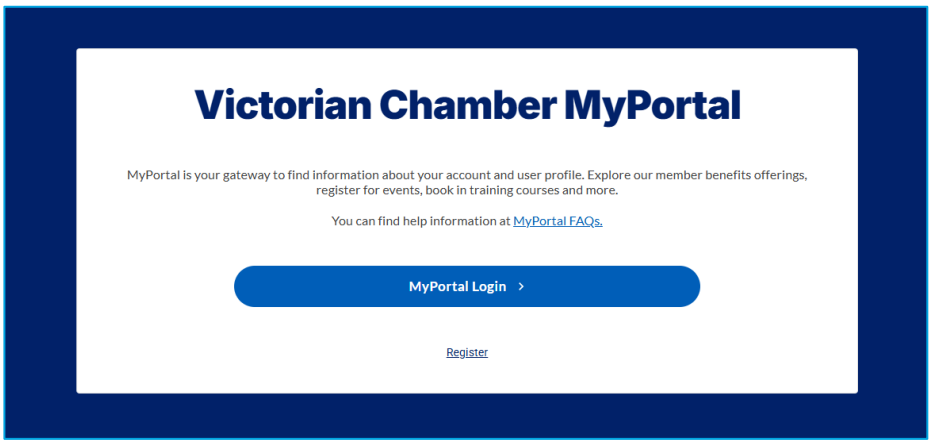
How to apply for replacement carnet

1 July 2026

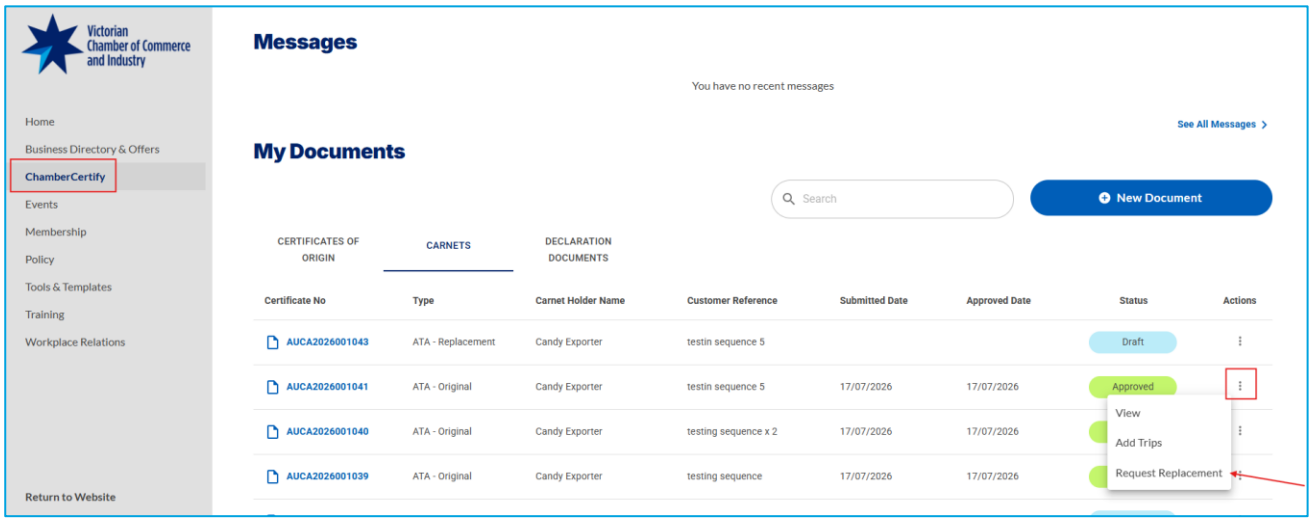
ATA Carnets

How to apply for replacement carnet

1. Log back into MyPortal to access ChamberCERTIFY https://my.victorianchamber.com.au/



2. Go into ChamberCERTIFY and navigate to My Documents
   - Ensure you go on the **CARNETS** tab
   - Find the carnet you need a replacement for and click the three dots under Actions
   - Click **Request Replacement**

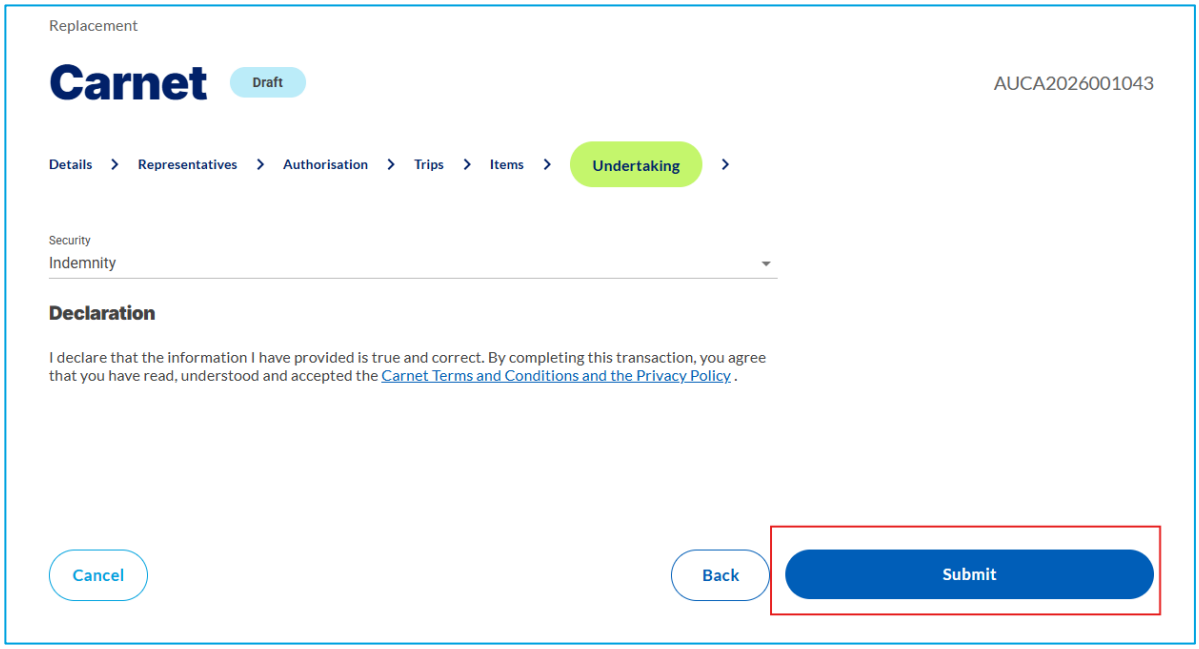


3. You will be redirected to the online application page – Everything should be pre-populated as per the original carnet application

Please note that these are the only details they can be changed:

- Required date
- Delivery method
- Add delivery address
- Duration
- Security

4. Click submit once you have checked all the details are correct
   - After submission, our team will review your application and issue an invoice.





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