Proprietary

EXPORTER / FREIGHT FORWARDER REGISTRATION PROCESS

Victorian Chamber of Commerce and Industry

Exporter

Create MyPortal Login or Login to MyPortal
- Click 'Forgot your password?' to set your password

Complete Exporter Registration on ChamberCERTIFY
- 5-10 mins process
- Required ASIC Certificate, ABN / ACN, work personal email address

Once approved

Invite Freight Forwarders *(if applicable)*

Invite Signatories

Lodge Certificates of Origin
- You will be required to register for different registration if you are lodging CoOs that covered by different FTA

Ensure the FF is registered*

Freight Forwarder

Create MyPortal Login or Login to MyPortal
- Click 'Forgot your password?' to set your password

Complete Freight Forwarder Registration on ChamberCERTIFY
- Register for Form CO4 Registration
- 5-10 mins process
- Required ASIC Certificate, ABN / ACN, work personal email address

Once approved

Once accepted

Lodge Certificates of Origin on behalf of the Exporter

Invite Signatories

* Only require to invite one freight forwarder nominated contact person. The freight forwarder will manage their own signatories.