[Date]

To:

Department of Home Affairs  
PO Box 25  
Belconnen ACT 2616

[insert company name] [insert ABN]

hereby authorise Lee Holmes of [Atlas Customs & Logistics Pty Ltd] to access all our companies [import / export / deferred GST] information for the purpose of [performing post transactional audits / duty refunds / deferred GST audits].

I accept the $66 charge for each report and the billing address and ABN is: [79 606 902 765 – 001] [Atlas Customs & Logistics Pty Ltd] 60 Playford Street, Bracken Ridge QLD 4017.

Yours faithfully,

[Signature of Company Director or other person authorised to sign for the company]

[Name of company Director or other person authorised to sign for the company]

[Title of company Director or other person authorised to sign for the company]