



Customs ICT – Information & Communications Technology
 Ph: 323 1155 Fax: 323 3551
 Email: servicedesk@customs.gov.pg or registration@customs.gov.pg

ID PHOTO

GENERAL REQUEST FORM – AW External users

Company: <input type="text"/>	Phone/Ext: <input type="text"/>	Request Date: <input type="text"/>	Official Use Only:
TIN: <input type="text"/>	Current Port: <input type="text"/>	Request Reg. No: <input type="text"/>	

A. New User Account:

Select this option if you are a new user. Complete this section and go to C or D where applicable

<input type="checkbox"/> BROKER	<input type="checkbox"/> IN-HOUSE BROKER	<input type="checkbox"/> COMPILER	<input type="text"/>
<input type="checkbox"/> SHIPPER	<input type="checkbox"/> FREIGHT FORWARDER		License Number
<input type="checkbox"/> PREPAYMENT	<input type="checkbox"/> OTHER		

User Details:

First Name

Last Name

Middle Initials

Address:

Physical Address: Section: Lot: Street

Postal Address: P.O.Box: Town: Province:

Email Address:

Requirements:

Please note that you, as the user of this facility, are required to:

1. Change your initial password at first logon into ASYCUDA.
2. Advise Customs ICT of your login status (whether you logged in okay or not).

Declaration: I hereby declare that I have read & understood the requirements stated above and agree to comply with all conditions set out in them. I understand that failure to do so make me liable for any actions taken.

User's Signature: _____

B. Existing Account:

Select this option if you are not a new user and require reset of password, suspension of account or optional port access options. Complete this section and go to D. If other then these options go to section C.

Existing Username **User Access option:**

Reset Password Suspend User Optional Port New section access

Reasons for access: _____

C. Other Request:

User Defined Report AW Other Access Options Tariff update

Manifest Error Declaration Error Others* (Specify)

*Reasons for changes: _____

D. Approval

Authorising Person's Signature <input type="text"/>	Name <input type="text"/>	Date <input type="text"/>
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Official Use Only

ACTIONS taken: _____

Completed By: <input type="text"/>	Sign: <input type="text"/>	Temporary Password: <input type="text"/>	Completion Date: <input type="text"/>
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