



# Application for registration of establishments manufacturing or storing non-prescribed goods for export to China

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## Section A: General information

**Purpose of this form** For managers of specified food processing and storage establishments to apply to the department to be recommended for registration on the Chinese Government's China Import Food Enterprise Registration (CIFER) website.

Eligible applicants will receive a CIFER user account, which will enable them to submit a request to register products on CIFER.

Specified establishments are those handling:

- bee products
- dehydrated vegetables
- dried fruit
- edible oils
- frozen fruit
- functional foods
- natural plant spices
- special dietary foods
- stuffed pastry products.

### Warning

Do not use this form if:

- you are solely an exporter or freight forwarder. Ensure that your exports are sourced from food processing and storage establishments registered in CIFER.
- your products are listed on the Australian Register of Therapeutic Goods. Contact the Therapeutic Goods Administration at [complementary.medicines@health.gov.au](mailto:complementary.medicines@health.gov.au).

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**To complete this form** You need the latest version of Adobe Acrobat Reader to save changes to this form on your computer or device. Download the [Adobe Acrobat Reader mobile app](#) for your smartphone or tablet.

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**Submit your application** Non-Prescribed Goods Export Program  
Department of Agriculture, Fisheries and Forestry  
Email [NPGExports@agriculture.gov.au](mailto:NPGExports@agriculture.gov.au)

## Section B: Establishment details

### 1 Occupier (legal entity responsible for the establishment). Details must match either your ABN or ACN.

Establishment name (legal entity name)

Trading name

### 2 Establishment address

Street address (PO Box will not be accepted)

Suburb/town/city

State/territory

Postcode

Work phone (include area code)

Mobile phone

Email

### 3 Postal address (if same as establishment address, insert 'AS ABOVE')

Street address

Suburb/town/city

State/territory

Postcode

### 4 Australian business registration

Australian Business Number (ABN)

Australian Company Number (ACN), if applicable


## Section C: Establishment registration number

### 5 Does the establishment listed in [question 1](#) have an establishment registration number (ER number)?

No  Go to Section D

Yes

### 6 ER number

 Go to Section E

## Section D: Management or control

### 7 List at least one person in management or control of the establishment, including the person signing this form. (attach more pages if necessary)

**Person 1**

Position

Title          Given name                                  Family name

Work phone (include area code)                                  Mobile phone

Email

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**Person 2**

Position

Title          Given name                                  Family name

Work phone (include area code)                                  Mobile phone

Email

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**Person 3**

Position

Title          Given name                                  Family name

Work phone (include area code)                                  Mobile phone

Email

## Section E: Registration with China

- 8 Which business name listed in [question 1](#) do you wish to register with the Chinese Government? (select one box)**

**Your business name is a key identifier of your registration with China. If you have a company name and a trading name, consider carefully under which name you do business with China.**

Establishment name (legal entity name)

Trading name

- 9 Which non-prescribed goods food categories do you require for your account? (select one or more boxes)**

Bee products

Dehydrated vegetables

Dried fruits

Edible oils

Frozen fruit

Functional foods

Natural plant spices

Special dietary foods

Stuffed pastry products

- 10 If relevant, indicate which prescribed goods food categories you wish to include on your account. (select one or more boxes)**

Aquatic products

Casings

Dairy products

Dried beans

Edible grains

Edible oil seeds

Fresh vegetables

Grain-milling industrial products and malt

Meat and meat products

Nuts and seeds

Unroasted coffee and cocoa beans

**11 What type of establishment do you operate? (select one or more boxes)**

Cold store

Dry store

Processing plant

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**Section F: Applicant declaration**

The person who signs this section must be listed in management or control in either:

- Section D of this form (if the applicant does not have an ER number), or
- the establishment registration (if applicant has an ER number).

I understand that to be approved for export to China my establishment requires recommendation by the department.

I agree to the department using the establishment details in the Establishment Register database to:

- create a CIFER account
- assess any future applications made in CIFER.

I acknowledge that:

- CIFER is a Chinese Government site, and the department does not control how the information required by CIFER will be used
- it is my responsibility to comply with all relevant importing requirements set by the Chinese Government for my products.

I declare that the information I have provided is true and correct. I understand that it is a criminal offence under the *Criminal Code Act 1995* to knowingly give false or misleading information to a Commonwealth officer exercising powers under Commonwealth law. This offence carries a maximum penalty of 12 months' imprisonment.

I have read and understood the [privacy notice](#) and Privacy Policy.

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

Position

## Section G: Privacy notice

'Personal information' means information or an opinion about an identified individual, or an individual who is reasonably identifiable, whether the information or opinion is true or not and whether the information or opinion is recorded in a material form or not. Personal information that is collected under or in accordance with the *Export Control Act 2020* is also 'protected information' under that Act.

Information that you provide about your business may also be defined as personal information (for example, if your business name contains your first or last name).

By completing and submitting this application you consent to the collection of all personal information contained in this application and the storage of it in the department's Establishment Register (ER) database.

The Department of Agriculture, Fisheries and Forestry collects your protected information and/or personal information (as defined in the *Privacy Act 1988*) in relation to this application for the purpose of assessing and processing your application for registration as a food processing and/or storage establishment handling applicable food categories intended for export to China and related purposes. Your personal information in this application will be stored in the department's ER database, and may then be used for the purpose of creating a China Import Food Enterprise Registration (CIFER) user account.

If you fail to provide some or all of the personal information requested in this application, the department may be unable to process your application.

Information collected by the department will only be used or disclosed as authorised under the Export Control Act and/or consistent with the Privacy Act.

The department may disclose your personal information to Australian Government agencies, persons or organisations where necessary for the purposes described, provided the disclosure is authorised under the Export Control Act and/or consistent with the Privacy Act. If the department decides to create a CIFER account for you or make a recommendation in relation to your business, we will usually disclose your personal information overseas to the General Administration of Customs of China (GACC). In every case, it will only be disclosed if authorised by the Export Control Act and/or consistent with the Privacy Act.

By completing and submitting this application you consent to the disclosure of all personal information contained in this application and the storage of it in the department's ER database for the purposes described. The department has not taken steps to ensure that the GACC or the CIFER website do not breach the Australian Privacy Principles. This means that:

- the GACC and the CIFER website may not be accountable under the Privacy Act
- you may not be able to seek redress under the Privacy Act
- you may not be able to seek redress in the overseas jurisdiction
- the GACC and the CIFER website may not be subject to any privacy obligations or to any principles similar to the Australian Privacy Principles.

See our [Privacy Policy](#) to learn more about accessing or correcting personal information or making a complaint. Alternatively, email the department at [privacy@agriculture.gov.au](mailto:privacy@agriculture.gov.au).