



July 2026

# Lodgement of Unaccompanied Personal Effects (UPE)

## Overview

From 8 July 2026, all Unaccompanied Personal Effects (UPE) lodgements submitted by clients who are not using a registered customs broker must be lodged through the Department's Cargo Online Lodgement System (COLS).

COLS is an online platform used for biosecurity clearance purposes that allows clients to:

- Lodge consignment documents
- Make payments
- Track the status of lodgements
- Receive notifications
- Submit and manage enquiries

## Submitting a New Lodgement for UPE

To lodge your UPE consignment in COLS online platform please follow the following steps:

1. Go to COLS by entering <https://online.agriculture.gov.au/cols/> into your browser.
2. Select the **Submit a New Lodgement** icon or **New Lodgement** from the main toolbar.
3. Select **Unaccompanied Personal Effects (UPE)** and select **Next**.

When the documentation for the consignment was lodged with the Australian Border Force, a UPE Entry Number was issued.

Your UPE Entry Number:

4. Enter your entry number, select **Next** and continue through the workflow following the prompts.

For step-by-step instructions on how to lodge a UPE in COLS, please refer to the department's support page using the following address: <https://www.agriculture.gov.au/biosecurity-trade/import/online-services/cols/cols-online-tutorial>

## Preparing for your Lodgement

- Ensure your documents (e.g. B534, B615, packing list etc.) are available in electronic format.
- You will be prompted to enter your credit card details once you reach the payment screen.

Fact sheet - Lodgement of Unaccompanied Personal Effects

## Support

For information and support, please visit the department's websites by entering these addresses into your browser:

<https://www.agriculture.gov.au/biosecurity-trade/travelling/moving-immigrating>

<https://www.agriculture.gov.au/biosecurity-trade/import/online-services/cols>

<https://www.agriculture.gov.au/biosecurity-trade/import/online-services/cols/lodging>

### Acknowledgement of Country

We acknowledge the continuous connection of First Nations Traditional Owners and Custodians to the lands, seas and waters of Australia. We recognise their care for and cultivation of Country. We pay respect to Elders past and present, and recognise their knowledge and contribution to the productivity, innovation and sustainability of Australia's agriculture, fisheries and forestry industries.

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