



Imported food inspection scheme laboratory nomination form

Section A: General information

Purpose of this form	For food importers to nominate a laboratory to perform tests required under the Imported Food Inspection Scheme.
Before submitting this form	<p>The food importer/owner (or their customs broker) must contact a laboratory listed in section C of this form to confirm that the facility can:</p> <ul style="list-style-type: none">• perform the required tests specified on the food control certificate• collect the samples from the Department of Agriculture and Water Resources site• accept the nomination. <p>See food testing—information for food importers.</p> <p>Note: The importer/owner is responsible for paying laboratory test costs. Some laboratories may require a deposit.</p>
To complete this form	<p>You will need the latest version of Adobe Acrobat Reader to save changes to your document.</p> <p>Step 1 Food importer/owner or customs broker (the applicant in section B)</p> <p>Download the form and complete sections B to D. Email the form to your nominated laboratory and ask them to complete section E and F.</p> <p>Complete a separate form for each customs entry.</p> <p>Step 2 Nominated laboratory (the laboratory in section C) to complete sections E and F</p> <p>Confirm the nomination by completing sections E and F and submit the form to the department.</p>
Your form must include	a separate completed and signed nomination form for each entry.
Submit this form	The nominated laboratory must email the completed laboratory nomination form to importassessment@agriculture.gov.au .

Section B: Applicant

Sections B to D are to be completed by the food importer/owner or customs broker.

1 Importer business name (as listed in the Integrated Customs System)

2 Contact person (the person completing the form)

Given name(s)

Family name

Work phone (include area code)

Mobile phone

Email

3 Operating as an

Importer

Customs broker

4 Contact details for receiving laboratory report and invoice

The laboratory report and invoice will be sent to the contact person named here. If the contact person is the same as listed in question 2, write AS ABOVE.

Given name(s)

Family name

Work phone (include area code)

Mobile phone

Email

Section C: Laboratory nomination

5 Indicate the laboratory you have nominated.

Australia-wide

Advanced Analytical Australia (Sydney laboratory also handles samples that are subject to biosecurity control)

Phone (07) 3268 1228 (Brisbane) Email brisbane@advancedanalytical.com.au

Phone (03) 9376 1999 (Melbourne) Email melbourne@advancedanalytical.com.au

Phone (08) 9325 9799 (Perth) Email perth@advancedanalytical.com.au

Phone (02) 9888 9077 (Sydney) Email sydney@advancedanalytical.com.au

Agrifood Technology

Phone (03) 9742 0555 (Melbourne) Email lab.vic@agrifood.com.au

National Measurement Institute (Melbourne and Sydney laboratories also handle samples that are subject to biosecurity control)

Phone (03) 9644 4888 (Melbourne and Sydney) Email food@measurement.gov.au

All states/territories except South Australia

Mérieux NutriSciences trading as Silliker Australia (Melbourne, Perth and Sydney laboratories also handle samples that are subject to biosecurity control)

Phone (03) 8878 2100 (Brisbane/Melbourne/Perth/Sydney) Email sales.au@mxns.com

New South Wales and Victoria

ALS Food and Pharmaceutical (Melbourne laboratory also handles samples that are subject to biosecurity control)

Phone (03) 8756 8111 (Melbourne) Email FoodAustralia@ALSGlobal.com

Phone (02) 8832 7500 (Sydney) Email FoodAustralia@ALSGlobal.com

Queensland, New South Wales and Victoria

Symbio Laboratories (Brisbane laboratory also handles samples that are subject to biosecurity control)

Phone 1300 703 166 (Brisbane/Melbourne) Email admin@symbioalliance.com.au

DTS Food Assurance (Brisbane, Melbourne and Sydney laboratories also handle samples that are subject to biosecurity control)

Phone (03) 8371 7610 (Brisbane, Melbourne and Sydney)

Email clientservices@dtsfoodassurance.com.au

South Australia only

Adelaide Microbiology Service Trust

Phone (08) 8268 8199 (Adelaide) Email ams@jlb.com.au

SA Analytical Laboratory Services

Phone 1300 386 811 (Adelaide) Email lab@saals.com.au

6 This laboratory nomination is for

Customs entry number

This consignment only

This and all future consignments (ongoing nomination)

Section D: Applicant declaration

To be completed by the person listed in section B of this nomination form.

I declare that I have contacted the nominated laboratory specified in section C and they have accepted this nomination.

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

Section E: Laboratory confirmation of nomination

To be completed by the nominated laboratory.

By providing these details I accept, for and on behalf of this laboratory, the nomination by the applicant named in section B.

7 Name of nominated laboratory

8 Laboratory contact person

Given name(s)

Family name

Work phone (include area code)

Mobile phone

Email

9 This laboratory accepts the nomination for

This consignment only

This and all future consignments (ongoing nomination)

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

Section F: Laboratory declaration

To be completed by the person listed in section E of this nomination form.

Signature (enter signature or type your name)

Date (dd/mm/yyyy)

Full name

Section G: Privacy notice

'Personal information' means information or an opinion about an identified individual, or an individual who is reasonably identifiable.

The collection of personal information by the Department of Agriculture and Water Resources in relation to this form is for the purposes of nominating a laboratory to perform testing on imported food samples. If you do not provide the relevant personal information requested in this form, the department will be unable to book an imported food inspection.

Personal information may be disclosed to other state and Australian Government agencies, persons or organisations where necessary for these purposes, provided the disclosure is consistent with relevant laws, in particular the *Privacy Act 1988*. Your personal information will be used and stored in accordance with the Australian Privacy Principles.

See our [Privacy Policy](#) webpage to learn more about accessing or correcting personal information or making a complaint. Alternatively, telephone the department on +61 2 6272 3933.