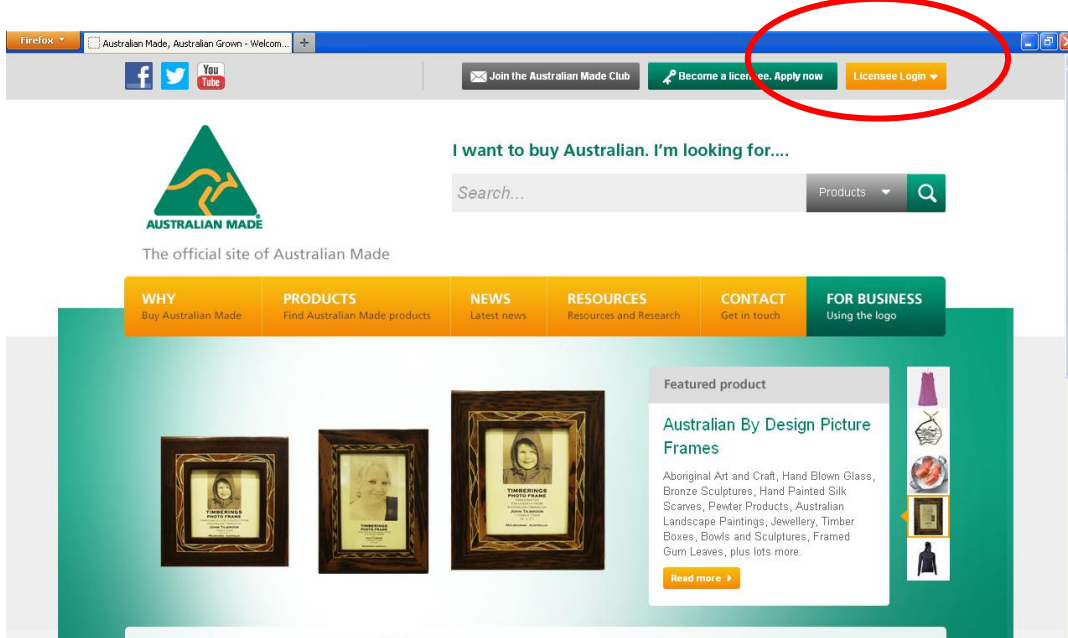


A quick guide to renewing your Australian Made logo licence

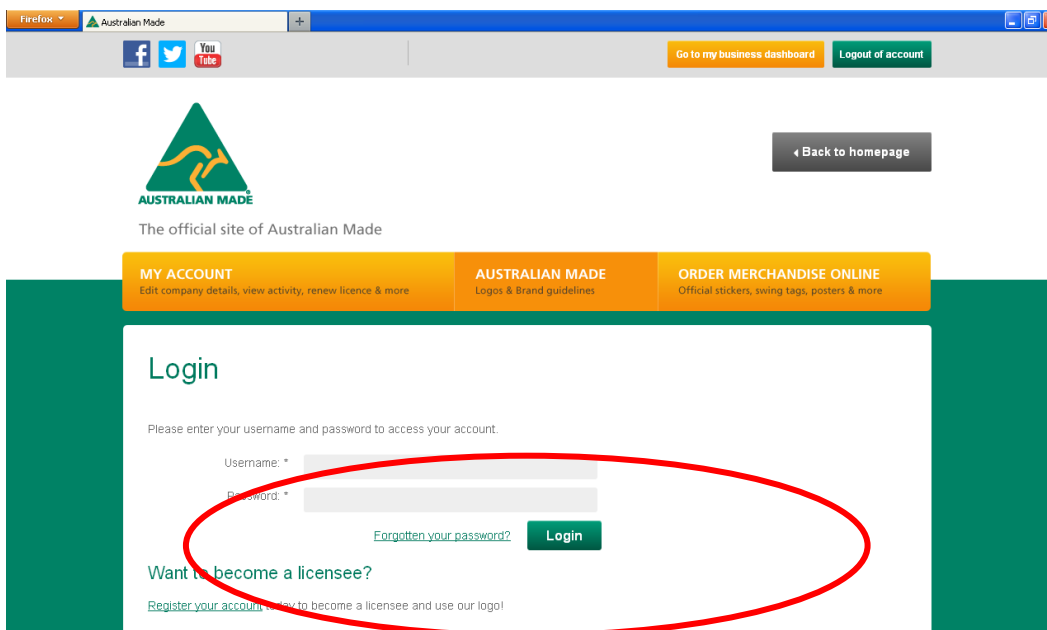
Step 1

Go to www.australianmade.com.au and click the yellow 'Licensee Login' button located at the top right-hand corner of the page.



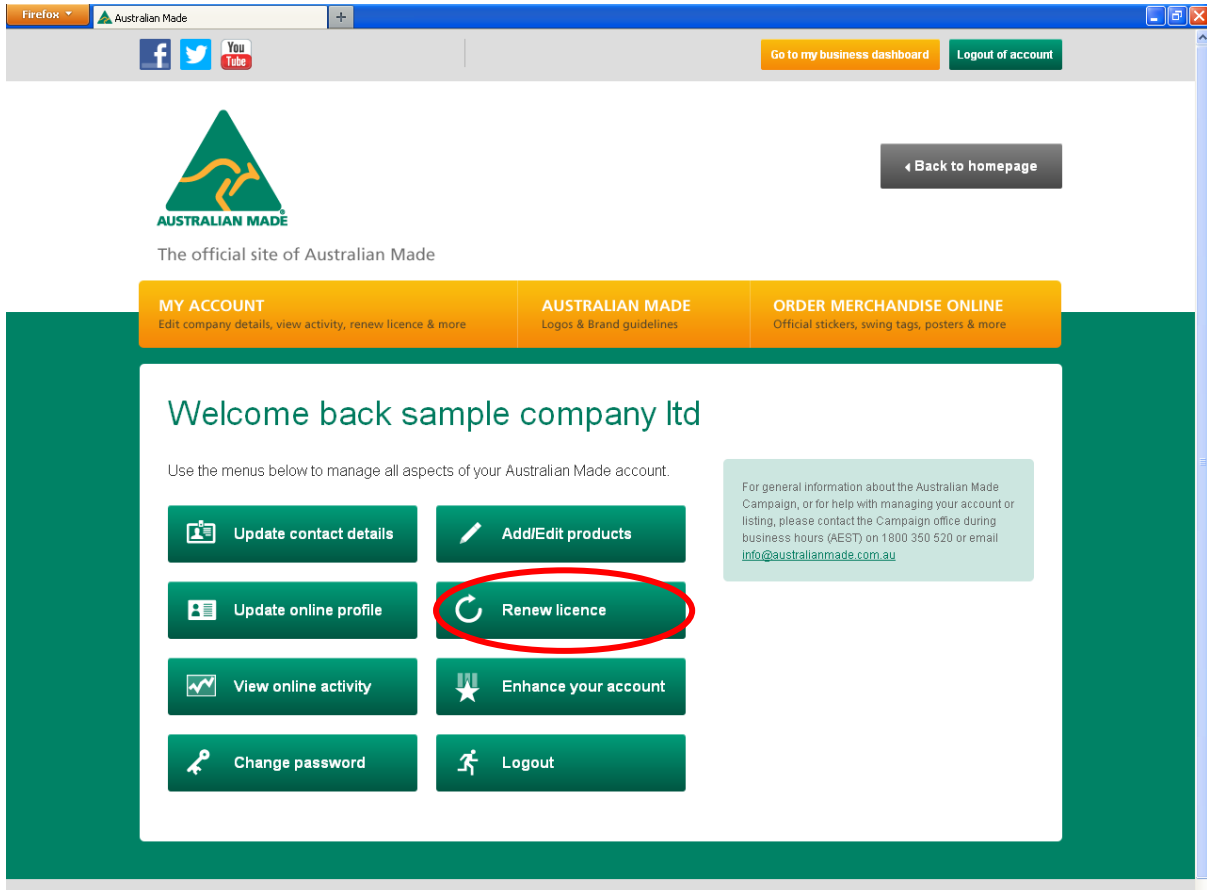
Step 2

Enter your Username and Password. If you have lost your login details, please click the 'Forgotten your password?' link or call the Australian Made Campaign office on 1800 350 520.



Step 3

This is your account dashboard. To renew your licence, click the green 'Renew licence' button on the right-hand side.



Step 4

- a) **Check that all your details are correct.** Make changes to the relevant sections by clicking the corresponding green 'Edit' buttons.

The screenshot shows a web browser window displaying the Australian Made website. The browser's address bar shows 'Australian Made'. The page features a navigation bar with social media icons (Facebook, Twitter, YouTube) and buttons for 'Go to my business dashboard' and 'Logout of account'. Below the navigation bar is the Australian Made logo and the text 'The official site of Australian Made'. A 'Back to homepage' button is also present.

The main content area is titled 'Renew Account' and includes a message: 'Please confirm your details are up to date, and that your product information is correct, and confirm your renewal at the bottom of the page.' A sidebar on the right provides contact information for the Australian Made Campaign.

The 'Your Details' section contains the following information:

| | |
|---------------------------|--------------------|
| Registered Business Name: | Sample Company Ltd |
| ABN: | 12 345 678 910 |
| Trading Name(s): | Sample Co |

The 'Mailing address' section contains the following information:

| | |
|-----------|-------------------|
| Address: | 123 Sample Street |
| Suburb: | SAMPLE TOWN |
| State: | VIC |
| Postcode: | 3000 |
| Country: | AU |

The 'Street Address' section contains the following information:

| | |
|-----------|-------------------|
| Address: | 123 Sample Street |
| Suburb: | SAMPLE TOWN |
| State: | VIC |
| Postcode: | 3000 |
| Country: | AU |

The 'Contact Details' section contains the following information:

| | |
|----------------|-----------------------------|
| Title: | Mr |
| First name: | Joe |
| Surname: | Sample |
| Position: | Managing Director |
| Email address: | admin@australianmade.com.au |
| Phone: | 03 1234 5678 |
| Mobile: | 0412 345 678 |
| Fax: | 03 1234 5677 |

Two green buttons are circled in red: 'Edit basic details' and 'Edit contact details'.

Product & Manufacturer Details

| | |
|---------------------|-----------------|
| Product/range name: | Beds |
| Associated logo: | Australian Made |

| | |
|---------------------|-----------------|
| Product/range name: | Bedside tables |
| Associated logo: | Australian Made |

Where can your products be purchased?

| | |
|--------------------|--|
| Shopping Cart Uri: | |
| Stockist Uri: | www.stockist.com.au/moreinformation |
| Major Retailers: | Australian Made Shop |

Product audience

| | |
|---------------------------------------|-------------------|
| Who is the end user of your products? | Consumers |
| Do you sell wholesale or retail? | Retail, Wholesale |

Export markets

| | |
|--|-------------------|
| Where do you sell your products? | In Australia only |
| Which country (or countries) do you export to? | |

[Edit product details](#)

b) **Calculate your licence fee** Click on the arrow to select the range which represents the combined sales of all products listed for the last 12 months and click the green 'Calculate' button. Then click the 'Save and continue' button.

Calculate licence fee

The annual licence fee to use the logo is based on your actual sales for the last 12 months of the products listed in your application.

If your products are new to the market you may have to use an estimate of sales. Click [here](#) for more information and some examples of how to calculate your sales figure. If you need help, call us on 1800 350 520.

For general information about the Australian Made Campaign, or for help with managing your account or listing, please contact the Campaign office during business hours (AEST) on 1800 350 520 or email info@australianmade.com.au

Combined sales of all products listed in this application:

Please select one ▼ [Calculate](#)

[Save and continue](#)

c) **Download your Licensee Undertaking**

Click the download button and print off a copy of the Licensee Undertaking (if required). If you have already provided an undertaking, you do not have to do this again and you will not see this information.

Submit Application

IMPORTANT! Complete your Licensee Undertaking

To complete the renewal process, you must download, complete and send us your signed Licensee Undertaking.

The Licensee Undertaking is a binding legal document by which a licensee provides undertakings to AMCL regarding its use of the Australian Made, Australian Grown logo and its conduct as a licensee.

It is a once-only requirement of your licence – you do not have to complete it every year – and replaces the statutory declaration which was required in the past when you first applied and then every time you added a new product.

Any adult person can witness your signature on the document – you do not need to find a JP or other authorised person.

Please ensure that you are properly authorised by your company to sign this legally binding document.

Your renewal cannot be finalised until we receive it. You can post, email or fax the completed document to us.

Email: info@australianmade.com.au
Fax: +61 (0)3 9686 1600
Post: Suite 105, 161 Park St
South Melbourne Vic 3205

Once you have downloaded the Undertaking and checked your renewal details above, please press the submit button.

[Download Undertaking Form](#)

For general information about the Australian Made Campaign, or for help with managing your account or listing, please contact the Campaign office during business hours (AEST) on 1800 350 520 or email info@australianmade.com.au

d) **Finish**

Let us know if you are interested in advertising on the Australian Made website, tick the declaration then click the green 'Renew' button.

Are you interested in purchasing additional advertising on the Australian Made website? (to complement your free online listing)

Yes
 No

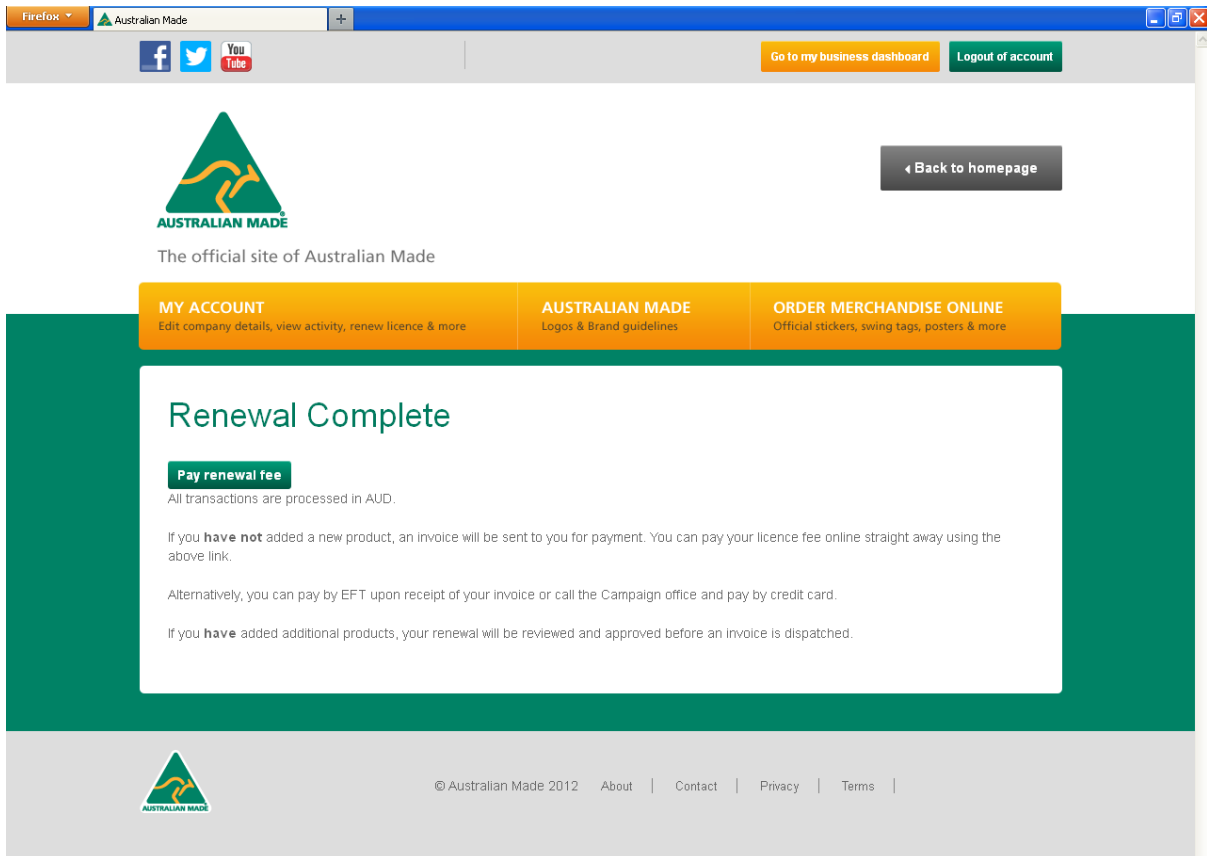
Licensee warrants that all material published by it on the AMCL website is true and correct, complies with the law and does not infringe the rights of any third party. Licensee will indemnify AMCL and keep AMCL indemnified from and against all actions, claims, suits, demands and other proceedings whatsoever made or brought against AMCL arising out of or in connection with the publication of material on the AMCL website including a breach of the warranty in paragraph 1 above. *

[Renew](#)

Step 5

Your renewal application has now been submitted. You can pay your licence fee online with your Visa or MasterCard using the secure PayWay system. Click on the 'Pay renewal fee' button to open the payment page in a new window.


If you don't want to pay straight away, we can send you a tax invoice and you will have the option of paying your licence fee by cheque, credit card or direct credit.



The screenshot shows a web browser window displaying the Australian Made website. The browser's address bar shows 'Australian Made'. The page features the Australian Made logo at the top left, with the text 'The official site of Australian Made' below it. A navigation bar contains three main sections: 'MY ACCOUNT' (with subtext 'Edit company details, view activity, renew licence & more'), 'AUSTRALIAN MADE' (with subtext 'Logos & Brand guidelines'), and 'ORDER MERCHANDISE ONLINE' (with subtext 'Official stickers, swing tags, posters & more'). A 'Back to homepage' button is located in the top right. The main content area is a white box with a green border, titled 'Renewal Complete'. Inside this box, there is a prominent 'Pay renewal fee' button. Below the button, the text states: 'All transactions are processed in AUD. If you **have not** added a new product, an invoice will be sent to you for payment. You can pay your licence fee online straight away using the above link. Alternatively, you can pay by EFT upon receipt of your invoice or call the Campaign office and pay by credit card. If you **have** added additional products, your renewal will be reviewed and approved before an invoice is dispatched.' The footer of the page includes the Australian Made logo on the left and copyright information '© Australian Made 2012' followed by links for 'About', 'Contact', 'Privacy', and 'Terms' on the right.

Step 6

To make your licence renewal payment online, just fill in your details and click 'Next'. Your licensee ID number and licence fee amount will be automatically supplied. We accept Visa and MasterCard.

Westpac 


Australian Made Campaign Limited - Make A Payment

Enter the details of the payment below. All information with an asterisk * is mandatory.

Enter Payment Details

Licensee ID number: 5568 Please enter your four-digit Australian Made Licensee ID number.

*Cardholder Name:

*Card Number: 

*Expiry Date: / e.g. 02 / 14

*Card Verification Number: [More Information](#)

License Fee: AUD 1,100.00

Email Address: Enter your email address if you would like to receive a receipt for this payment.

Merchant Details

Merchant Name: Australian Made Campaign Limited



ABN: 20086641527

Address: Suite 105 161 Park Street
South Melbourne
VIC 3205

Email Address: info@australianmade.com.au

Phone: 03 9686 1500

Fax: 03 9686 1600

Copyright © Westpac Banking Corporation ABN 33 007 457 141 AFSL & Australian credit licence 233714
Click here to view our [Privacy Policy](#).
By accessing and viewing this website you agree to be bound by the [Terms and Conditions of this website](#).

Thanks for renewing! Your licence renewal is now complete. We will send you confirmation of your licence renewal, a new licence certificate and a tax invoice.

If you have added new products to your licence, we will contact you for more information so that these can be assessed and approved.

Don't forget to enhance your online listing by returning to your dashboard and selecting the **UPDATE ONLINE PROFILE** option.

If you have any questions, call us on 1800 350 520.