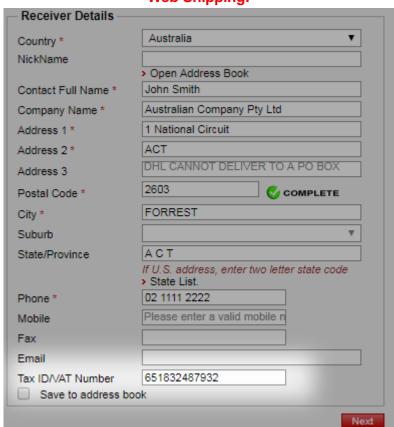


# How to provide an ARN/ABN to DHL Express For businesses shipping to Australian B2C receivers

Businesses that are shipping to Australian B2C receivers will be required to follow the below procedures in order to comply with this regulation:

- 1. Register with the Australian Taxation Office (ATO) for a 12-digit ATO Registration Number (ARN).
- 2. When shipping goods to Australian B2C receivers, the business will need to enter either their 12-digit ARN number or their 11-digit ABN number into the Receiver/Consignee VAT field in their DHL Express electronic shipping solution, as shown below:



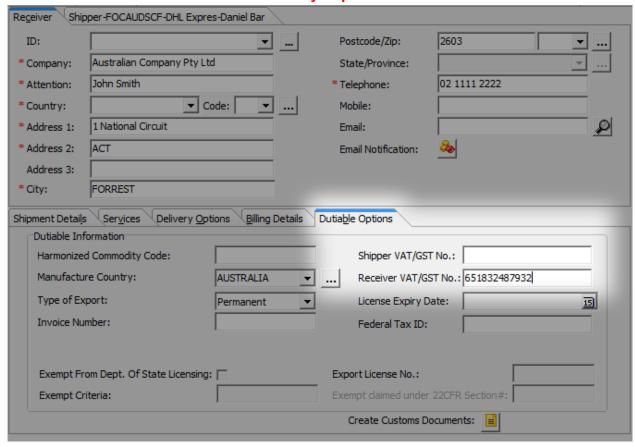
Web Shipping:



### eMailship:

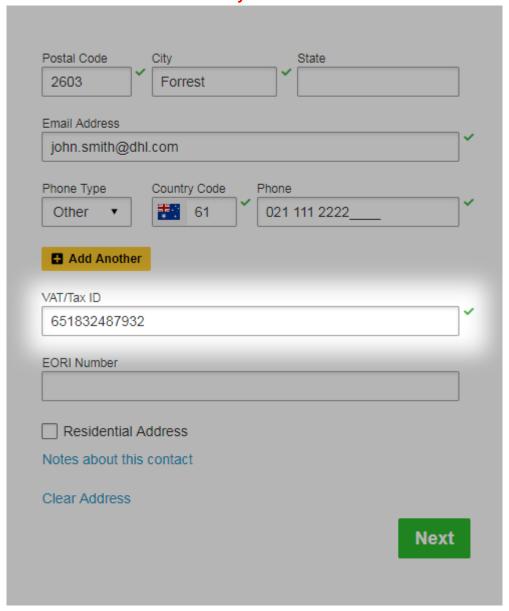


### EasyShip:





## MyDHL+



3. Lodge GST returns to the ATO periodically.



## How to provide an ARN/ABN to DHL Express For businesses shipping to both Australian B2C and B2B receivers

Businesses that are shipping to both Australian B2C and B2B receivers will be required to follow the below procedures in order to comply with this regulation and claim GST exemption for B2B shipments (to avoid having to collect GST at point of sale for registered Australian businesses):

- 1. Register with the Australian Taxation Office (ATO) for a 12-digit ATO Registration Number (ARN).
- 2. Obtain the Australian Business Number (ABN) of the receiving business.
- 3. Register with DHL Express for a 5-digit Customer ID by completing the Excel form provided by their sales representative or by submitting their details to <a href="https://www.dhl.com.au/customeridregistration">www.dhl.com.au/customeridregistration</a> (site will be operational from 23 April, 2018).

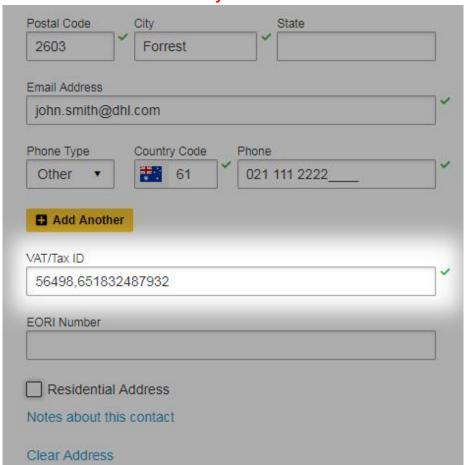
Sales representatives will send the completed Excel form for processing to the team at <a href="mailto:filvtcustomer@dhl.com">filvtcustomer@dhl.com</a> with 'AU LVT Customer ID request' in the subject line.

This Customer ID will capture either:

- the business' 12-digit ARN number OR
- the business' 11-digit ABN number
- 4. When shipping goods to Australian B2B receivers, the business will need to enter their 5-digit Customer ID number and receiver's ABN number (separated by a comma) into the Receiver/Consignee VAT field in their DHL Express electronic shipping solution, as shown below:



## MyDHL+



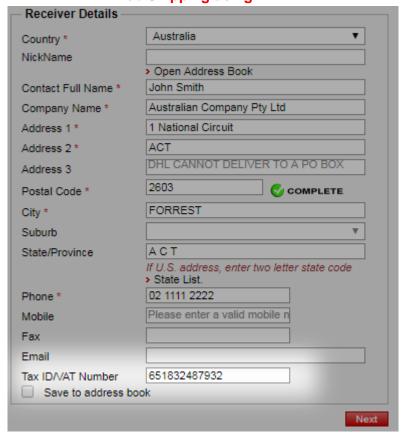


### eMailship:



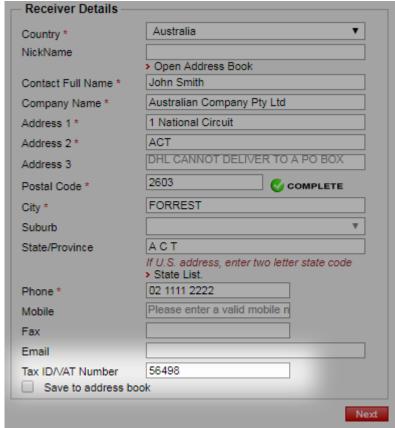
5. Businesses that are also shipping to B2C receivers may wish to use their Customer ID number instead of inputting their ARN/ABN when shipping to B2C receivers.

### Web Shipping using ARN:









6. Lodge GST returns to the ATO periodically.