



# How do I search for a permit?

This task card demonstrates how to search for and view import permits within your BICON account.

## Locating a permit within your permit workspace

Select the **Permits** tab from the top menu on the home page. This will take you to the Permit Overview screen.



From the dropdown list under **Are you looking for a Permit or Application?** select **Permit**, then select **Search**.

Permit ID	Status	Expiry Date	Importer	Importer Contact	Commodities
<a href="#">0007662438</a>	Active	08/12/2023	SIMPSON, BART	Simpson, BART	Dog (other than the first cat or dog in a consignment)
<a href="#">0007662437</a>	Active	08/12/2023	SIMPSON, BART	Simpson, BART	Cat (the first cat or dog in a consignment)
<a href="#">0007662436</a>	Active	08/12/2023	SIMPSON, BART	Simpson, BART	Cat (the first cat or dog in a consignment)

The search results will return all previously applied for permits. Results may be further refined by using the additional search/filter options.

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<a href="#">0007662436</a>	Active	08/12/2023	SIMPSON, BART	Simpson, BART	Cat (the first cat or dog in a consignment)

To open a permit, select the blue hyperlink ID.

From the **Permit Overview** screen, you can select **View Issued Permit** to view the permit in a PDF document.



## Permit Overview

### Import Permit 0007662438

This permit is valid for a single consignment between 08 December 2022 and 08 December 2023

Permit status: Active

[View Issued Permit](#)  
[View Permit Lifecycle](#)

This Permit is issued to **BART SIMPSON**  
123 TESTING ST  
TEST TAS 1111  
Australia

[Vary My Permit](#)

Notify me prior to permit expiration

90 Days

Attention **Miss BART Simpson**

This permit is issued for the import of Cat or dog.

Exporter contact  
Country of export United States of America

This permit includes the following commodity(ies):

1. Dog (other than the first cat or dog in a consignment)

Animal name Fluffy  
Breed Border collie  
Microchip number 111 222 333 444 555

Permit conditions [Live domestic dogs from a group 3 country](#)

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