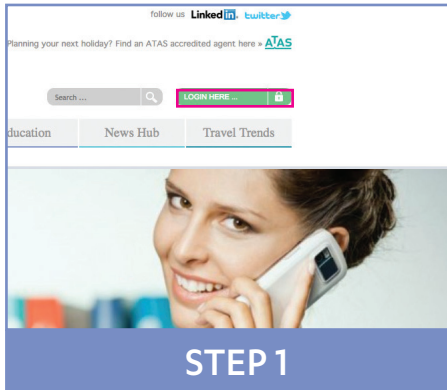
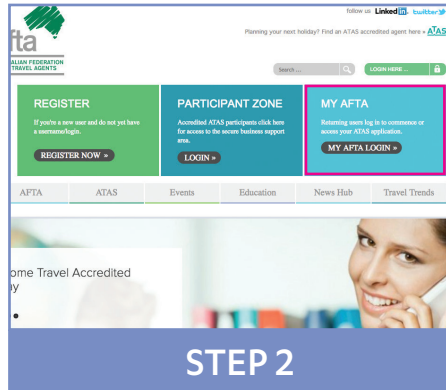


# UPLOADING ADDITIONAL DOCUMENTS

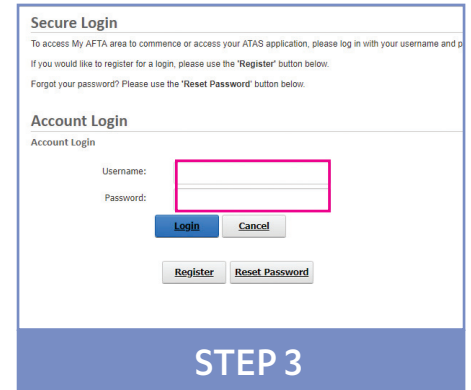
If you need to submit additional documents to AFTA at any stage, please follow the below instructions. This includes your financial statements and insurance documents as they become available.



Visit [www.afta.com.au](http://www.afta.com.au) and click on **LOGIN HERE**.



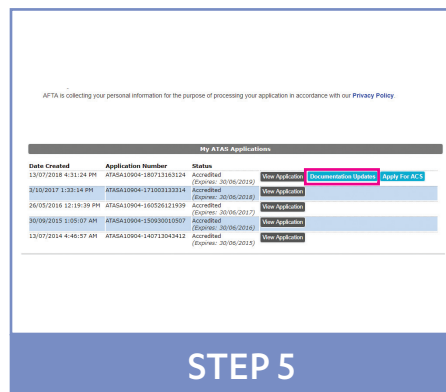
In the **MY AFTA** box click **MY APPLICATION**.



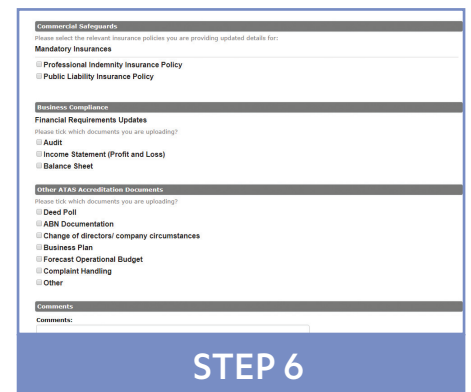
Login using the authorised persons username and password.



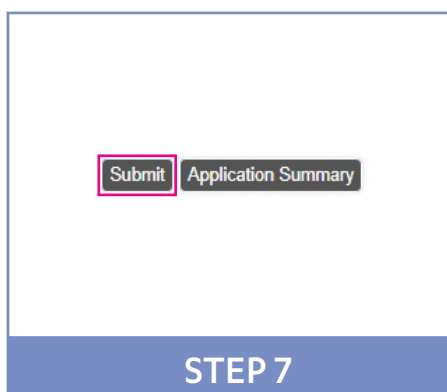
Once logged into the MY AFTA zone select the **ATAS Application** tile on the right hand side.



The ATAS Application homepage pop-up window will appear. Scroll to the bottom of the page and select the blue button **Documentation Updates**.



Select from one of the four options that matches the type of document you are uploading.



Once you have uploaded your document(s) click the **Submit** button located in the bottom right hand side of the screen.

You will receive a confirmation email shortly from compliance to confirm receipt of submission.

If you have any questions please contact [compliance@afta.com.au](mailto:compliance@afta.com.au) or 02 9287 9900