



## Update your billing details

Correct billing details enable the TGA to send invoices, statements of account and important information to you easily.

Review and update your billing email and postal address in TGA's business system; TBS. This will need to be done by the person who holds the Administrator role within your account

## Don't have access to TBS?

If your organisation does not yet have access to TBS you can apply using the Organisation details form on the TGA website ([www.tga.gov.au/tga-business-services-getting-started-tga](http://www.tga.gov.au/tga-business-services-getting-started-tga)).

## Cancelling ARTG entries

If your product is no longer supplied you can cancel your entry from the ARTG. Products on the ARTG on 1 July 2017 will incur a 2017-18 annual charge (unless exempt). Please see the TGA website for more information.

## Need help with TBS?

Contact the TBS helpdesk via email at [eps@health.gov.au](mailto:eps@health.gov.au) or call 1800 010 624.

For all financial related enquiries, please email [accountsrec@health.gov.au](mailto:accountsrec@health.gov.au) or call 02 6221 6900.

## Online payments

### Paying by credit card?

You can make credit card payments online through our payment gateway, B-Point [www.bpoint.com.au/payments/TGA](http://www.bpoint.com.au/payments/TGA)

### Did you know?

#### IVD annual charges

From 1 July 2017 annual charges will apply to IVD medical devices.

### Important Dates

#### 22 July 2017

Legislated deadline to provide declarations in relation to your entries that have an annual charge exemption to confirm exemption for 2016- 17 and its ongoing eligibility.

#### Early August 2017

Annual charge invoices issued for 2017-18.

#### 15 September 2017

Deadline to pay annual charges.