

Is your school's address information correct?

Please take some time to check your school's address information and update it, if necessary, through the online registration system that you access via our home page www.amt.edu.au

2011 Competition Registration (for school access only)

[click here](#)

all competitions are still taking entries

There are two address fields stored in the AMT database – *Postal Address* and *Delivery Address*.

How does AMT use these address fields?

We use the *Postal Address* when we send invoices, registration invitation letters and other general correspondence such as the current mailout.

We use the *Delivery Address* when we send competition materials and results packs.

In the past, we have not encouraged the use of PO Box addresses in the *Delivery Address* field as we had restrictions placed on us by our mail dispatch method. This is no longer the case. We now use the Australia Post *eParcel* system for delivery of all parcels.

What do you need to do?

If your school has a PO Box and this is the preferred address for delivery of **competition** materials, please ensure the *Delivery Address* field reflects this. This will mean that your school's physical location is not recorded in either of the *Postal Address* or *Delivery Address* fields.

However, if you prefer to receive competition materials at your school's physical location, please ensure that this is accurately recorded in the *Delivery Address* field.

If your school does not have a separate postal address, then both the *Delivery Address* and *Postal Address* fields should reflect your school's physical location. Please check that all the appropriate details are included, to ensure safe delivery of your postal items.

Australia Post eParcel system

If there is an email address for the competition contact person in the AMT database, generally the *eParcel* system will send an automatically-generated email to that address when your school's parcel has been dispatched. The email provides information to enable you to track the parcel's delivery progress. A phone number for the competition contact person will also be helpful for deliveries.

