



Extension of the decision period instructions

These instructions explain how to action and respond to Treasury-initiated and voluntary extension requests using the Foreign Investment Portal.

- A **portal user** is an individual user that logs into the Foreign Investment Portal.

Key information

From May 2025, investors and their agents can create and submit new foreign investment applications through the Foreign Investment Portal. Investors and agents will also communicate directly with Treasury in the portal.

Treasury will aim to provide a submission outcome within 30 days. However, this may not always be possible and an extension of the decision period may be required.

Extending the decision period

Treasury initiated requests

Treasury may request that the portal user extends the decision period to a date specified by Treasury. If this occurs, you will receive a notification request through the portal.

Accept the Treasury initiated extension to the decision period

Follow the steps below to accept Treasury's proposed decision period and voluntarily extend the date:

1. Log into the portal
2. Select the Mailbox icon in the top right-hand corner of the screen
3. You will see an Inbox message titled 'Invitation to extend the decision period'.
4. Open the message
5. The message will specify Treasury's proposed decision period and the voluntary request due date for the portal user.
6. To accept Treasury's proposed decision period:

- copy and paste the link into a new browser tab
- the proposed decision period end date will pre-populated in the date field
- select 'Submit request' button.

7. You will receive a confirmation message titled 'Request to extend decision period received'

8. Treasury will process the extension request

9. You will receive a notification message with the request outcome and if successful, confirmation of the new decision period end date.

Request a different decision period to the one proposed by Treasury

Follow the steps below to request a different decision period than Treasury's proposed:

1. Log into the portal
2. Select the **Mailbox icon** in the top right-hand corner of the screen
3. You will see an Inbox message titled '*Invitation to extend the decision period*'.
4. Open the message
5. The message will specify Treasury's proposed decision period and the voluntary request due date for the portal user.
6. To propose a new decision period:
 - copy and paste the link into a new browser tab
 - the proposed decision period end date will pre-populated in the date field
 - enter the proposed new end date in the date field
 - 'Submit request' button.
7. You will receive a confirmation message titled '*Request to extend decision period received*'
8. Treasury will process the extension request
9. You will receive a notification message with the request outcome and if successful, confirmation of the new decision period end date.

Investor or agent initiated request

Follow the steps below to extend the decision period without a request from Treasury:

- After logging into the portal, select the **Submissions** tab in the header ribbon. This will show you a list of all your submissions.
- Select the **3 vertical dots** in the **Actions** column for the relevant submission and select **Request an extension**. Input the new date for when the decision period will end.
- After you submit the extension request, you will receive a confirmation message in your **Mailbox** titled 'Request to extend decision period received'.

- Once the extension request has been processed by Treasury, you will receive a **Mailbox** message notifying you of the outcome of the request and if successful, confirmation of the new decision period end date.
1. Log into the portal
 2. Select the **Submissions** tab in the navigation bar
 3. You will see all your submissions in a list
 4. Go to the submission that you want to extend the decision period
 5. In the **Action** column, select the ellipsis ...
 6. Select **Request an extension**
 7. Enter the new date in the date field
 8. Select 'Submit request'
 9. To go to your inbox, select the **Mailbox icon** in the top right-hand corner of the screen
 10. You will receive a confirmation message titled 'Request to extend decision period received'
 11. Treasury will process the extension request
 12. You will receive a notification message with the request outcome and if successful, confirmation of the new decision period end date.

Tips:

- You can communicate information about the date you have selected in the *Optional comments* section.
- You can see the current *decision period end date* for each submission in the *Submissions* tab.
- Valid dates for extensions to the decision period do not include weekends and public holidays in the Australian Capital Territory.