

NEW ZEALAND CUSTOMS SERVICE
CUSTOMS AND EXCISE ACT 1996
CUSTOMS (INWARD REPORT) RULES 2004

Pursuant to section 288 (1)(a) and (12) of the Customs and Excise Act 1996 the Chief Executive hereby makes the rules prescribing the form and content of, and the particulars to be verified by declaration in, inward reports required to be delivered under section 26(2)(a) of the Act and revokes the Customs (Inward Report) Rules 1996 and amendments made thereto.

1 Title and Application

- (1) These rules are the Customs (Inward Report) Rules 2004.
- (2) These rules shall apply for the purposes of the making of inward reports required to be delivered under section 26(2)(a) of the Act in respect of every craft that arrives in New Zealand from a point outside New Zealand.
- (3) These rules revoke the Customs (Inward Report) Rules 1996 and the amendments made thereto.

2 Commencement

These rules come into force on 1 December 2004.

3 Interpretation

- (1) In these rules, unless the context otherwise requires, –
 - "The Act" means the Customs and Excise Act 1996.
 - "Commercial cargo" means all goods, except the personal effects of crew and passengers and stores for the craft, carried in or on any craft that arrives in New Zealand on a journey from a point outside New Zealand whether in the course of international trade in, or for the sale or supply of, those goods whether in New Zealand or elsewhere.
 - "Comptroller" means the Comptroller of Customs who is the Chief Executive of the New Zealand Customs Service.
 - "Prescribed form" or "form" means a form (including, if any, an electronic message format) prescribed by the Comptroller and set out in the Schedule to these rules; and a reference to a numbered form is a reference to the form so prescribed and numbered.
 - "The regulations" means the Customs and Excise Regulations 1996.
 - "Small craft" means any ship or boat not used for hire or reward (for example privately owned and operated yachts and launches).
- (2) Unless otherwise defined in these rules, any terms used in these rules and which are defined in the Act shall have the meanings given to them in the Act.

4 Form and Content of Inward Reports

Every inward report required under section 26(2) of the Act must be –

- (a) In Form C1 for ships or boats (other than small craft) and must contain the particulars specified in that form, accompanied by any applicable supporting documents as the Comptroller may require;
- (b) In Form C1A for aircraft and must contain the particulars specified in that form, accompanied by any applicable supporting documents as the Comptroller may require;
- (c) In Form C1B for small craft and must contain the particulars specified in that form, accompanied by any applicable supporting documents as the Comptroller may require.

5 Provide Answers and Make Declaration

The person making an inward report in any form specified in rule 4 must provide the answers pertaining to all matters as are required in or by that form and where the form requires a declaration to be made make such declaration.

6 Notes

Where a prescribed form contains any explanatory or other notes such notes do not form part of the prescription but are intended for the guidance of the person making the inward report.

7 Revocation

The following rules are hereby revoked:

- (a) Customs (Inward Report) Rules 1996*.
- (b) Customs (Inward Report) Amendment Rules 2001**.
- (c) Customs (Inward Report) Amendment Rules 2002***.

(*CR 1A/1996; **CR 1A/2001; ***CR 1A/2002)

8 Status of Rules

These rules are deemed to be regulations for the purposes of the Regulations (Disallowance) Act 1989.

SCHEDULE

Rule 4(a)

Form C1

Form C1



Te Mana Arai o Aotearoa

INWARD REPORT (SHIPS AND BOATS OTHER THAN SMALL CRAFT)

PART A: ARRIVAL DETAILS			
Name of ship		Port of arrival	
Date of arrival	Time of arrival	Port arrived from	
Name of person in charge		Name and address of ship's agent in New Zealand	
IMO number			
Gross register tonnes			
Period of stay in New Zealand			
IF CARRYING CARGO, BRIEF DESCRIPTION			
LIST SUBSEQUENT PORTS OF CALL WITHIN NEW ZEALAND (Please record on a separate sheet and attach if additional space is required.)			
Next New Zealand ports		Estimated date and time of arrival	
1.			
2.			
3.			
4.			
5.			
LIST PREVIOUS OVERSEAS PORTS			
1.			
2.			
3.			
Total number of crew on arrival	Total number of crew disembarking in New Zealand	Total number of passengers on arrival	Total number of passengers disembarking in New Zealand
DECLARATION			
I hereby declare that this Inward Report, comprising parts A, B, C, and D, is true and correct.			
Signature of Person in Charge or Owner			Date
PART B: SUPPORTING DOCUMENTS CHECK LIST			
NOTE: The following documents should be attached to this report (if applicable):			
Individual crew declarations attached	YES <input type="checkbox"/> NO <input type="checkbox"/>	Passenger list attached	YES <input type="checkbox"/> NO <input type="checkbox"/>
Transit passenger list attached	YES <input type="checkbox"/> NO <input type="checkbox"/>	Controlled drugs and firearms list attached	YES <input type="checkbox"/> NO <input type="checkbox"/>
OFFICIAL USE: Documentation Required for Inward Report Produced.			
Signature of Customs officer:			Date:

PART D

SHIP'S STORES LIST

Article	Total quantity on board on arrival in New Zealand. <i>(Where stores are held in a different location, provide a separate quantity for each location.)</i>				Quantities received in New Zealand. <i>(To be completed by Master.)</i>		Official use only. Stores issued to crew after arrival. <i>(To be completed by the Customs officer authorising the issue of stores.)</i>	
	Litres	No.	Located at	Located at	Port	Port	Issued at:	Issued at:
					Date	Date	(Customs officer)	(Customs officer)
Brandy								
Brandy								
Rum								
Rum								
Gin								
Gin								
Vodka								
Vodka								
Whisky								
Whisky								
Other spirits								
Other spirits								
Beer								
Beer								
Wine								
Wine								
	Total weight							
Tobacco								
	Carton size							
Cigarettes								
Cigarettes								
Cigars								
Cigars								
Other (Specify)								

NOTES

- It is an offence under the Customs and Excise Act 1996 to show inaccurate figures on this stores list. Unless otherwise approved, no goods shown on this form are to be removed from the ships bond while in New Zealand. Any discrepancies may result in penalties under the Customs and Excise Act 1996.
- Cash Reporting—NZ\$10,000 or More:** If you are carrying, whether on yourself or in your baggage, cash (being coins or paper money) of NZ\$10,000 or more (or the foreign currency equivalent), you are required by the Financial Transactions Reporting Act 1996 to complete a Border Cash Report.

WARNING

**There are heavy penalties under New Zealand law for the illicit importation of drugs.
DRUG TRAFFICKING IS NOT WORTH THE RISK**

OFFICIAL USE								
Checked	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Checked	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Checked	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Sealed	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Sealed	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Sealed	YES <input type="checkbox"/>	NO <input type="checkbox"/>
At			At			At		
..... (Customs officer)		 (Customs officer)		 (Customs officer)		



Te Mana Arai o Aotearoa

INWARD REPORT (AIRCRAFT)

PART A: AIRCRAFT INFORMATION	
Operator	Owner
Flight number	Aircraft registration number
Country of registration	Date of arrival
Airport of arrival	Airport of origin of flight
Other airports visited en route	

PART B: CREW AND PASSENGER INFORMATION						
Passport or official travel document number	Issuing state or organisation for passport or official travel document	Surname	Given names	Date of birth	Gender	Traveller status (Passenger, crew member, or in transit)

DECLARATION
 I declare that all information contained in this Inward Report is true and correct.

Signature of Person in Charge or Owner Date

NOTES

- Crew and passenger information:** If not provided electronically in advance of arrival, it must be provided in Part B of this form.
1. This report should be made at the first airport of arrival in New Zealand.
 2. Any other crew or passenger documentation used or produced must contain the same information as in this form.
 3. Attach, as necessary, additional sheets for passenger or crew details.



Te Mana Arai o Aotearoa

INWARD REPORT (SMALL CRAFT)

PART A: REGISTRATION DETAILS			
Name of small craft	Registration number	Date of registration	
Country of registration	Port of registration		
Sail number	Home port		
Name of person in charge	Total number of persons on board		
PART B: ARRIVAL DETAILS			
Port of arrival	Date of arrival	Time of arrival	
Port arrived from	Estimated period of stay in New Zealand		
LIST PREVIOUS OVERSEAS PORTS (In order, last port first)			
1.	2.		
3.	4.		
5.	6.		
COMMERCIAL CARGO (Please record on a separate sheet and attach if additional space is required.)			
List all goods carried in or on the craft from a point outside New Zealand, whether in the course of international trade or for sale or supply in those goods, but excluding the personal effects of crew and passengers and stores for craft.			
FIREARMS (Specify makes, models, and serial numbers)			
YES <input type="checkbox"/> NO <input type="checkbox"/>			
CONTROLLED DRUGS/MEDICINES ON BOARD (Name and quantity)			
YES <input type="checkbox"/> NO <input type="checkbox"/>			
STORES ON BOARD			
Spirits	Quantity		
Beer			
Wine			
Cigarettes/tobacco			
SMALL CRAFT STATUS			
Tick box that applies:			
Visiting overseas craft <input type="checkbox"/>	Returning New Zealand registered craft <input type="checkbox"/>	Returning permanently imported craft <input type="checkbox"/>	Permanently importing craft to New Zealand <input type="checkbox"/>
	Built in NZ: YES <input type="checkbox"/> NO <input type="checkbox"/>	Original Import	
	Duty paid: YES <input type="checkbox"/> NO <input type="checkbox"/>	Entry number:	
OFFICIAL USE ONLY			
TIE number	Entry number	Verified YES <input type="checkbox"/> / NO <input type="checkbox"/>	Entry number

PART C: CREW AND PASSENGER DETAILS (Person in charge first)

(Surname in block letters)

(Attach any additional details of crew members on a separate sheet)

Surname	
First name(s)	
Nationality	Date of birth
Passport number	
Overseas contact address	
Next of kin, relationship	
Address/telephone of next of kin	
Surname	
First name(s)	
Nationality	Date of birth
Passport number	
Overseas contact address	
Next of kin, relationship	
Address/telephone of next of kin	
Surname	
First name(s)	
Nationality	Date of birth
Passport number	
Overseas contact address	
Next of kin, relationship	
Address/telephone of next of kin	
Surname	
First name(s)	
Nationality	Date of birth
Passport number	
Overseas contact address	
Next of kin, relationship	
Address/telephone of next of kin	

Surname	
First name(s)	
Nationality	Date of birth
Passport number	
Overseas contact address	
Next of kin, relationship	
Address/telephone of next of kin	
Surname	
First name(s)	
Nationality	Date of birth
Passport number	
Overseas contact address	
Next of kin, relationship	
Address/telephone of next of kin	
Surname	
First name(s)	
Nationality	Date of birth
Passport number	
Overseas contact address	
Next of kin, relationship	
Address/telephone of next of kin	
Surname	
First name(s)	
Nationality	Date of birth
Passport number	
Overseas contact address	
Next of kin, relationship	
Address/telephone of next of kin	

PART D: CRAFT DETAILS

Craft type Yacht <input type="checkbox"/> Motor launch <input type="checkbox"/> Other (Specify) _____		Design	
Yacht Rig Cutter <input type="checkbox"/> Sloop <input type="checkbox"/> Ketch <input type="checkbox"/> Yawl <input type="checkbox"/> Schooner <input type="checkbox"/> Other (Specify) _____		Mast construction Alloy <input type="checkbox"/> Timber <input type="checkbox"/> Composite <input type="checkbox"/> Other (Specify) _____	
Hull construction Steel <input type="checkbox"/> Alloy <input type="checkbox"/> Ferro <input type="checkbox"/> Cement <input type="checkbox"/> Fibreglass <input type="checkbox"/> Composite <input type="checkbox"/> Other (Specify) _____			
Length Metres <input type="checkbox"/> Feet <input type="checkbox"/>	Beam Metres <input type="checkbox"/> Feet <input type="checkbox"/>	Draught Metres <input type="checkbox"/> Feet <input type="checkbox"/>	Gross tonnage
COLOURS			
Mast		Deckhouse/Superstructure (Tops)	
Hull (Above waterline)		Deckhouse/Superstructure (Sides)	
Hull (Below waterline)		Decks	
Dodgers/Sail covers		Sails	
ENGINE			
Make		Model	
Power (HP/Kw)		Passage speed under motor	
Fuel capacity		Fuel consumption	
ELECTRONICS			
Radar 1	Make	Model	Range
Radar 2	Make	Model	Range
SSB	Make	Model	Call sign
VHF	Make	Model	Call sign
HAM	Make	Model	Call sign
Cellphone	Make	Model	Number
INMARSAT voice	Make	Model	MMSI numbers
INMARSAT fax	Make	Model	MMSI numbers
INMARSAT data	Make	Model	MMSI numbers
GPS 1	Make	Model	
GPS 2	Make	Model	
Radar detector (CARD)	Make	Model	
Radar reflector	Make	Model	
SART	Make	Model	
EPIRB 121.5 / 406mHz	Make	Model	Serial number (if 121.5 beacon)
RADIO SCHEDULES MAINTAINED			
Frequencies	Times	Shore station	

OTHER EQUIPMENT			
Life raft	Make	Model	Capacity
Dinghy/Tender	Make	Model	Length
	Type	Capacity	Colour
Outboard motor	Make	Model	Power (HP/Kw)

Flares
 Parachute Hand held Smoke Other (Specify)

ANY OTHER IDENTIFYING FEATURES

PART E: OWNERSHIP DETAILS

Name of owner

Owners address

Owners contact numbers	Telephone	Mobile phone	Facsimile	Email

DECLARATION

I, being the Person in Charge declare that all particulars stated in this Inward Report are true and correct.

Signature of Person in Charge: Date:

You are hereby advised that the information on this form is collected for the purpose of Customs clearance, monitoring the movement of craft and persons and border security. You must provide all information requested on the form. Failure to do so is an offence. The information you provide will be held by the New Zealand Customs Service pursuant to the Customs and Excise Act 1996. The Privacy Act 1993 provides rights of access to and the correction of personal information. You may gain access to and correct this information at; New Zealand Customs Service, The Customhouse, 17-21 Whitmore Street, Box 2218, Wellington.

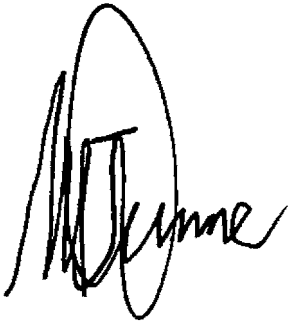
NOTES

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OFFICIAL USE ONLY	Attached
Passenger and Crew details List(s) attached	<input type="checkbox"/>
Arrival Card(s)	<input type="checkbox"/>

Dated at Wellington this 24th day of October 2004.



Martyn Dunne
Comptroller of Customs

Notice under section 288(7) of the Act.

Copies of these rules are available for inspection on the Customs Service website (www.customs.govt.nz) or at any of the following Customs offices:

- | | | |
|--------------|---|---|
| Auckland | – | The Customhouse
50 Anzac Avenue, Auckland City |
| Christchurch | – | The Customhouse
6 Orchard Road, Christchurch Airport |
| Dunedin | – | The Customhouse
32 Portsmouth Drive |
| Wellington | – | The Customhouse
17-21 Whitmore Street |

Copies of these rules may be purchased from: Publications, New Zealand Customs Service, Private Bag 1928, Dunedin.
