

# NZCS 274

## Request a temporary import entry – small crafts and superyachts



NEW ZEALAND  
**CUSTOMS SERVICE**  
TE MANA ĀRAI O AOTEAROA

### About this form

Use this form if you are bringing into New Zealand a small craft e.g., yacht or plane, and you want to apply for temporary admission.

This form, including supporting documentation, can be provided any time prior to the departure of the craft to New Zealand or on arrival into New Zealand.

### For your information

Providing the following information is not required by law. Any information provided to Customs must be up to date and correct, as it will be used by Customs to consider your application for temporary admission. The provision of this form is separate to the provision of other information that is required e.g. ANA, and all other requirements must still be complied with.

It is an offence to provide Customs with a document that contains erroneous information.

### Completing this form

You can complete this form by saving a copy to your computer. Information you have filled in can be saved as you go so you don't have to complete it in one session.

You can choose to print and complete this form by hand instead. Use a blue or black ink pen and write in CAPITAL LETTERS.

### Before you start

We require the supporting documents listed below. Documents can be supplied as XLS or CSV, JPEG, PNG, PDF, or document (.doc or .docx) format. Note, we cannot accept links to drop-boxes or external drives, for example Google Drive.

### For all requests

- List of accessories carried on board and the value, see Part D on page 4.
- Evidence of the current value of the craft (e.g., bill of sale (preferred) or a full replacement marine insurance value (current) or a New Zealand boat valuation by an independent assessor).

## Part A Craft details

1. Craft name
2. Craft type
3. IMO/Registration number
4. Port of registration
5. Length of craft
6. Beam of craft
7. Country of build
8. Value of the craft (if in foreign currency, state which). For Customs officer use: VFD
9. Insurance value (for leg of journey to New Zealand if paid separately) in whole NZD  
Note: refer to <https://www.customs.govt.nz/business/import/customs-rates-of-exchange> for exchange rate applicable on date of arrival in New Zealand
10. Cost to ship, or use a delivery crew to deliver, the small craft to New Zealand, in NZD (if applicable) – see above for exchange rate

## Part B Details of the person in charge of the craft on arrival in New Zealand, and of the owner

11. Full name of the person in charge of the craft
12. Position (captain, skipper, etc)
13. Phone number
14. Email address
15. Is the person in charge of the craft the owner of the craft?  
 Yes – go to question 19  
 No – proceed to question 16

16. Name of the owner of the craft (full name of person, company name, trust name, etc)

17. Phone number

18. Email address

19. Is the craft owned by a New Zealand resident or a company/trust registered in New Zealand?

Yes – go to Part C if a New Zealand resident

No – go to question 20

20. Country of registration of the company/trust that owns the craft

21. Country of residence of the owner of the craft

### Part C Voyage details

22. First port of call in New Zealand

23. Estimated or actual date and time of arrival in first port of call in New Zealand (dd/mm/yyyy – hh:mm)

24. Last overseas port prior to arrival in New Zealand (port and country)

25. Intended length of stay of the craft in New Zealand

26. The main reason for the craft's presence in New Zealand

Refitting/refurbishment

Tourism/pleasure/cruising

Other – please specify below:

27. Is the craft already for sale, intended to be sold, or intended to be offered for sale or otherwise disposed of while in New Zealand

No

Yes – please submit a completed form NZCS 275.

28. Select all ways that apply to how the craft will be used:

- In a commercial capacity for hire
- For the transport of cargo
- For carrying paying passengers while in New Zealand

#### Part D Accessories on board

29. List all accessories on board the craft, such as tender, jet ski(s), helicopter, etc, and the individual value (attach a list in XLS or CSV if preferred).

**Note:** this does not include personal clothing, food, cooking/dining utensils/equipment, linens or other items of this nature. It also does not include items like personal computers, communication gear, and/or life jackets.

30. Other information/comments regarding the accessories on board of the craft (optional).

#### Declaration

In completing and signing this form/sending this form via email to the New Zealand Customs Service, I acknowledge:

1. The information I have provided in this form is true and correct.
2. If there are any changes to the information I have provided (for example at questions 25-28), or if I realise the information I have provided is not correct I will notify Customs immediately at [service.customs.govt.nz](mailto:service.customs.govt.nz)
3. Should temporary admission be granted, I will provide written notice to Customs of my intention to export the craft not less than four hours before the time at which the craft is due to be shipped for export/depart New Zealand.

Note: it is preferable to provide notice of departure to Customs as early as possible, and must not be less than four hours before you intend to leave.

Signature

Digital signature is acceptable

Date

(dd/mm/yyyy)

## What happens next

Send your completed form and supporting documents to [yachts@customs.govt.nz](mailto:yachts@customs.govt.nz). This can be done anytime prior to arriving in New Zealand, e.g. prior to departure for New Zealand, or handed to the Customs officer on arrival. Customs recommends sending this form through prior to arrival as that helps facilitate our timely consideration of your request.

You may be contacted to provide additional documentation.

## How Customs collects and uses your information

The information collected in this form may be used for border security, data matching, immigration, statistical, and certain other purposes authorised by law. This includes use for border management and border related risk management purposes under the Customs and Excise Act 2018.

Under the Privacy Act 2020 you have the right to request access and correction of any personal information you have provided or that is held by border agencies. You may request access and correction through any office of the New Zealand Customs Service.

The information may be disclosed to authorised certification bodies, designated under section 435 of the Customs and Excise Act 2018, in order to assist Customs in its assessments.