



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

**Disclaimer:**

This document is a consolidated version of the Customs (Arriving Passenger and Crew Declarations) Rules 2018 produced by the New Zealand Customs Service as a reference document only. It has been compiled from the official rules that were made by the Comptroller of Customs. Copies of the official rules and amendment rules were notified in the NZ Gazette and are available on the New Zealand Customs Service website.

**PURSUANT** to sections 421(1) of the Customs and Excise Act 2018

I, Christine Stevenson, Chief Executive of the New Zealand Customs Service, make the following rules:

Customs (Arriving Passenger and Crew Declarations) Rules 2018 (as amended)

**Signed** at Wellington

This 24<sup>th</sup> day of August 2018

Christine Stevenson

Chief Executive, New Zealand Customs Service

*Version as at 28 March 2024*

**Customs (Arriving Passenger and Crew Declarations) Rules 2018**

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# Part 1

## Rules

### Section 1 Title, application, and commencement

#### 1.1 Title

These Rules are the Customs (Arriving Passenger and Crew Declarations) Rules 2018.

#### 1.2 Application and purpose

These Rules apply to persons arriving in New Zealand and are made for the purposes of:

- (a) prescribing the information that these persons must provide to Customs under section 28A of the Act (including the way in which this information must be provided); and
- (b) prescribing the information, form and declaration required to enable household and personal effects to be deemed entered under Regulation 26(1)(b)(i) of the Regulations.

#### 1.3 Commencement

These Rules come into force on 1 October 2018.

#### 1.4 Interpretation

1.4(1) In these Rules, unless the context otherwise requires—

**Act** means the Customs and Excise Act 2018

**Domiciled in New Zealand**, in relation to a person who is a member of an aircraft's crew, means ordinarily resident in New Zealand

**Form** means a form prescribed by the Chief Executive and set out in accordance with these Rules

**Passenger** includes employees of carriers travelling for the purposes of working as aircrew on a subsequent flight

**Customs Arrival Form** means a form that—

- (a) contains the Customs Arrival Information; and
- (b) is provided in a form or medium approved by the chief executive in accordance with rule 3.1.

**Customs Arrival Information** means:

- (a) if provided to Customs in a paper form prescribed under these Rules, the information specified in Part A of Schedule 2; or

- (b) if provided to Customs via an electronic medium prescribed under these Rules, the information specified in Part B of Schedule 2

**Regulations** means the Customs and Excise Regulations 1996

- 1.4(2) Unless the context otherwise requires, a term that is used in these Rules and defined in the Act or Regulations but not defined in these rules has the meaning given in the Act or Regulations.

## **Section 2 Information and declaration required**

### **2.1 Persons arriving in New Zealand**

- 2.1(1) All persons arriving in New Zealand must complete any form and make any declaration in accordance with these Rules, unless exempt under the Act.
- 2.1(2) *[revoked]*

### **2.2 Form and declaration – passengers**

- 2.2(1) This clause applies to every passenger arriving by air or sea.
- 2.2(2) A person to whom this clause applies must complete and make a declaration in the Customs Arrival Form.
- 2.2(3) A person to whom this clause applies must also complete and make a declaration in Form 3A if a Customs officer requires the form to be completed.

### **2.3 Form and declaration – aircrew (New Zealand domiciled)**

- 2.3(1) This clause applies to a person serving as a crewmember on an arriving aircraft who:
  - (a) is working as aircrew on the aircraft; and
  - (b) is domiciled in New Zealand.
- 2.3(2) A person to whom this clause applies must complete and make a declaration in Form 4 as set out in Schedule 1 to these Rules.
- 2.3(3) A person to whom this clause applies must also complete and make declaration in Form 4A where:
  - (a) they have answered yes to any query in the Customs section of Form 4; or
  - (b) a Customs officer requires the form to be completed.

### **2.4 Form and declaration – aircrew (Non-New Zealand domiciled)**

- 2.4(1) This clause applies to a person serving as a crewmember on an arriving aircraft if that person is not domiciled in New Zealand.

- 2.4(2) A person to whom this clause applies must complete and make a declaration in Form 5 as set out in Schedule 1 to these Rules.
- 2.4(3) A person to whom this clause applies must also complete and make a declaration in Form 5A where:
- (a) they have answered yes to any query in the Customs section of Form 5; or
  - (b) a Customs officer requires the form to be completed.

**2.5 Form and declaration – ship’s crew**

- 2.5(1) This clause applies to a person who is serving as a crewmember on an arriving ship.
- 2.5(2) A person to whom this clause applies must complete and make a declaration in the Customs Arrival Form.

**2.6 *[revoked]***

**2.7 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 in the completion of the form.

**Section 3 Approval of form and medium for providing information**

**3.1 Chief executive may approve form and medium of Customs Arrival Form**

The chief executive may approve the form and medium through which a person may supply Customs Arrival Information.

Note: Approvals under this rule are published on Customs’ website at [www.customs.govt.nz](http://www.customs.govt.nz).

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[revoked]

Refer to Customs (Arriving Passenger and Crew Declarations) Rules 2018 (as made).



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[revoked]

[revoked]

## Schedule 2

### Customs Arrival Information

#### Part A: Customs Arrival Information – Prescribed Information (paper)

ref r 1.4

**General requirements:**

- (a) A separate form must be completed for each traveller, including children.
- (b) For paper declarations, answers must be printed in capital letters or marked with a tick as appropriate.

#### **Personal details**

The following information in relation to the traveller:

- Passport number
- Nationality as shown on passport
- Family name
- Given or first names
- Date of birth
- Country of birth
- Occupation or job
- Full contact or residential address in New Zealand
- Email
- Mobile/phone number

#### **Arrival details**

If the traveller is arriving by sea:

- The name of the ship
- The overseas port where the traveller boarded this ship

If the traveller is arriving by air:

- Flight number
- Overseas port where the traveller boarded this aircraft

#### **Travel history details**

If the traveller lives in New Zealand:

- Which country they spent the most time in while overseas
- The main reason for their trip
- Which country they will mostly live in for the next 12 months

If the traveller does not live in New Zealand:

- Whether they intend to stay permanently in New Zealand
- If they do not intend to stay permanently in New Zealand:
  - How long they intend to stay in New Zealand

- Their main reason for coming to New Zealand
- Which country they last lived in for 12 months or more (including the state, province or prefecture and Zip or postal code)

List of the countries that the traveller has been in during the past 30 days.

### **Baggage and goods details**

Confirmation of whether the traveller knows the contents of their baggage.

Confirmation of whether the traveller is bringing any of the following goods into New Zealand:

- Medicine: over 3 months' supply, or medicine not prescribed to the traveller
- Restricted or prohibited goods: for example, weapons, indecent publications, endangered plants or wildlife, illegal or controlled drugs
- Alcohol: more than 3 bottles of spirits (not exceeding 1.125 litres each) and 4.5 litres of wine or beer
- Tobacco: more than 50 cigarettes or 50 grams of tobacco products (including a mixture of cigarettes and other tobacco products)
- Goods obtained overseas and/or purchased duty-free in New Zealand with a total value of more than NZ\$700 (including gifts)
- Goods carried for business or commercial use
- Goods carried on behalf of another person
- Cash: NZ\$10,000 or more (or foreign equivalent), including travellers cheques, bank drafts, money orders, etc.

### **Declaration**

Declaration that the information that the traveller has given is true, correct, and complete.



## Part B: Customs Arrival Information – Prescribed Information (electronic)

ref r 1.4

### General requirements:

- (a) All fields must be completed unless otherwise stated below.
- (b) A separate form must be completed for each traveller, including children.

### Personal details

Provide the following information in relation to the traveller:

- Passport number
- Nationality
- Surname or family name
- Given or first names
- Preferred name (optional)
- Date of birth
- Country of birth
- Occupation or job
- Full contact or residential address in New Zealand
- Email
- Mobile/phone number

If a person other than the traveller is completing the form on behalf of the traveller:

- Confirmation that the person has consent from the traveller to complete the form on their behalf
- The person's name and email address

### Arrival details

Confirmation of whether the traveller is arriving in New Zealand by air or sea.

*If arriving by air:*

- Flight number
- Departing port: Overseas port where the traveller boarded this aircraft
- Arriving port: Port of arrival into New Zealand
- Date of departure and local time of departure
- Date of arrival into New Zealand

*If arriving by sea:*

Confirmation of whether the traveller is arriving on a cruise ship.

If the traveller is arriving on a cruise ship:

- The name of the vessel

- The vessel's last port before arriving in New Zealand and the date that the vessel departed that port
- The New Zealand port the vessel is arriving at and the date of arrival
- Confirmation of whether the traveller is permanently leaving the vessel

If the traveller is not arriving on a cruise ship:

- The vessel type (commercial cargo, commercial fishing, commercial specialist (non-cargo), small craft, diplomatically cleared, or New Zealand Defence Force vessel)
- The name of the vessel
- Scheduled date of arrival in New Zealand at the vessel's first port in New Zealand
- Scheduled date of departure from the vessel's last port before arriving in New Zealand
- If the traveller is arriving on a commercial cargo vessel, confirmation of whether the traveller is a crew member or a passenger
- If the traveller is arriving on a vessel other than a small craft vessel, confirmation of whether the traveller is permanently leaving the vessel

### **Travel history details**

If the traveller lives in New Zealand:

- Which country they spent the most time in while overseas
- The main reason for their trip
- Which country they will mostly live in for the next 12 months

If the traveller does not live in New Zealand:

- Whether they intend to stay permanently in New Zealand
- If they do not intend to stay permanently in New Zealand:
  - How long they intend to stay in New Zealand
  - Their main reason for coming to New Zealand
- Which country they last lived in for 12 months or more (including the state, province or prefecture and Zip or postal code)

List of the countries that the traveller has been in during the past 30 days (including in transit)

### **Baggage and goods details**

Confirmation of whether the traveller knows the contents of their baggage.

Confirmation of whether the traveller is bringing any of the following goods into New Zealand:

- Medicine: over 3 months' supply, or medicine not prescribed to the traveller
- Restricted or prohibited goods: for example, weapons, indecent publications, endangered plants or wildlife, illegal or controlled drugs
- Alcohol: more than 3 bottles of spirits (not exceeding 1.125 litres each) and 4.5 litres of wine or beer
- Tobacco: more than 50 cigarettes or 50 grams of tobacco products (including a mixture of cigarettes and other tobacco products)

- Goods obtained overseas or duty-free items: Goods obtained overseas and/or purchased duty-free in New Zealand with a total value of more than NZ\$700 (including gifts)
- Goods carried for business or commercial use
- Goods carried on behalf of another person
- Cash: NZ\$10,000 or more (or foreign equivalent), including travellers cheques, bank drafts, money orders, etc.

**Declaration**

Declaration that the information that the traveller has given is true, correct, and complete.

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## History of the Customs (Arriving Passenger and Crew Declarations) Rules 2018

These rules came into force on 1 October 2018.

This consolidation incorporates:

<b>Amendment</b>	<b>Entry into force</b>	<b>Summary of changes</b>
Customs (Arriving Passenger and Crew Declarations) Amendment Rules 2019	30 July 2019	Inserts new Form 3 and adds an electronic message format. Makes related changes to Principal Rules.
Customs (Arriving Passenger and Crew Declarations) Amendment Rules 2022	5 November 2022	Requires completion of New Zealand Traveller Declaration ( <b>NZTD</b> ) Form for arriving passengers for purposes of the Principal Rules. Removes Digital Arrival Card.
Customs (Arriving Passenger and Crew Declarations) Amendment Rules (No 2) 2022	16 December 2022	Makes completion of the NZTD Form a requirement under the Principal Rules, if requested for the purposes of a pilot. Also expands prescribed information contained in the NZTD Form.
Customs (Arriving Passenger and Crew Declarations) Amendment Rules 2023	21 June 2023	Provides that prescribed forms under the Principal Rules satisfy the requirement introduced by new section 28A of the Customs and Excise Act 2018, as well as continuing to enable trials and the introduction of the NZTD system.
Customs (Arriving Passenger and Crew Declarations) Amendment Rules (No 2) 2023	31 August 2023	Updates the Principal Rules to enable certain ship crew to make declarations in paper form or electronically via the NZTD system.
Customs (Arriving Passenger and Crew Declarations) Amendment Rules (No 3) 2023	31 October 2023	Updates the Principal Rules to enable continued rollout of NZTD system for maritime arrivals.
Customs (Arriving Passenger and Crew Declarations) Amendment Rules 2024	28 March 2024	Updates the Principal Rules to enable all ship crew to make declarations in appropriate paper form or electronically via the NZTD system.

