



## NZCS 263

### Bring general items into New Zealand as a private individual

#### About this form

Use this form if you are bringing or receiving into New Zealand online shopping, purchases, gifts, or any other item that has been sent to you from overseas, with a value over NZ\$1,000.

If you have recently travelled into New Zealand and you are bringing personal items with you:

- Use form **NZCS 218 Bring personal household items into New Zealand.**

If you are bringing an animal into New Zealand:

- Use form **NZCS 231 Bring a pet or other animal into New Zealand.**

Please refer to our [website](#) for more 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 all 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 JPEG, PNG, PDF, or document (.doc or .docx) format. Note, we cannot accept links to drop-boxes or external drives, for example Google Drive.

- Your passport bio-page or driver licence
- Proof of purchase/invoice, containing description and price paid
- Shipping documents – Air waybill (air freight), Bill of lading/Arrival notice (sea freight), Consignment note (couriers), or NZ Post notice number
- Letter from freight company stating your items are in New Zealand and need Customs clearance, if applicable

**Q1 Personal details**Surname Given name(s) **Q2 Contact details in New Zealand**Phone number Email address 

Address

Street number Street name Suburb Town/City Region Postcode **Q3 Customs number****If you do not have a Customs Number**, submit a completed NZCS 224A Customs Number Application for an individual person and attach it to this applicationCustoms Number **Q4 Description of items**

Detail all items you are bringing or receiving into New Zealand and indicate if these are a gift for you (sent from people who are based overseas).

Description of items	Price paid	Currency	Gift?	
Example: mobile phone	\$700	GBP	<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N

			<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N
			<input type="radio"/> Y	<input type="radio"/> N

Total value in NZ\$

Total transport/shipping cost in NZ\$

Shipping reference number (e.g air waybill, bill of lading/arrival notice, or consignment note)

Are any of the items:

Articles made from wildlife (endangered species)  Yes  No

Medicines of any kind  Yes  No

Objectionable or indecent articles of any kind in any format  Yes  No

Cannabis or methamphetamine utensils  Yes  No

Weapons, or any parts of weapons, of any kind  Yes  No

Cigarettes, cigars, tobacco, or alcohol  Yes  No

Items for commercial/business use (excluding personal work devices)  Yes  No

Cars, motorcycles, boats, aircrafts, or any other type of motorised vehicle  Yes  No

Cash or Bearer Negotiable Instruments in any currency with a total value of NZ\$10,000 or more  Yes  No

**Q5 Biosecurity questions**

Are any of the items:

**Food of any kind** (dried, fresh, frozen, preserved, cooked, uncooked).  Yes  No

**Animal products or animals**, including but not limited to: meat (fresh or dried), eggs, dairy products, honey, raw unmanufactured products (skins, fur, feathers, bone, wool), hair, hunting trophies, fish/shell-fish (fresh, dried, or frozen), Chinese traditional medicines, shells and coral, ivory.

Yes

No

**Plant or plant products**, including but not limited to: fresh or dried fruit and cones, vegetables, plants/flowers live and dried, plant cuttings and bud wood, bulbs or roots, seeds, pine antique and/or handcrafted wooden ornaments/carvings, cane, bamboo, basket ware, straw, Chinese traditional medicines.

Yes

No

**Equipment used with animals and/or plants**, including but not limited to: veterinary equipment/products, fishing gear, fish farming equipment, saddlery, work boots/clothing, pet bedding, gardening equipment/products and forestry equipment.

Yes

No

**Miscellaneous items** such as: Used; vacuum cleaners, spiked/studded/sprigged footwear (e.g., golf shoes, soccer boots), hiking boots, soiled footwear, water sports equipment, bicycles, boats, vehicles/car parts, camping equipment/tents, barbeques. Any; Christmas and/or Easter decorations, Pooja items.

Yes

No

## Checklist

- Supporting documents required as listed in **'Before you start'**
- If you do not have a Customs Number**, you must submit a completed NZCS 224A Customs Number Application for an individual person.

## Declaration

By signing this form, I declare that I have read and understood all the questions contained in this form, and the information provided is true, correct and complete. I acknowledge failure to comply may constitute an offence under the Customs and Excise Act 2018 or the Biosecurity Act 1993.

Full name

Signature

Digital signature or typed name

Date (dd/mm/yyyy)

## What happens next

Send your completed form and supporting documents to [service.delivery@customs.govt.nz](mailto:service.delivery@customs.govt.nz)  
If applicable, attach the completed form NZCS 224A to this application.

## How Customs collects and uses your information

New Zealand Customs Service (NZCS) and Ministry for Primary Industries (MPI) may collect and use information for border management and border related risk management purposes under the Customs and Excise Act 2018, the Biosecurity Act 1993 and the Food Act 2014. This information will be stored on a secure joint NZCS and MPI database. For more information on how Customs uses your information, please see our [website](#). Under the Privacy Act 2020 you have the right to request access and correction of any personal information you have provided or that NZCS or MPI holds on you. You may request access and correction through any office of NZCS, or any office of MPI.