

TSW Submission Guide: Domestic Transshipment Request (DTR) - Full Container Load (FCL) and Breakbulk Cargo from Port to CCA/TF

What is a Domestic Transshipment Request?

A Domestic Transshipment Request (DTR) is a request to move uncleared cargo from one approved facility to another approved facility.

1. This is required for any point-to-point movement
2. An approved facility must be both a Customs Controlled Area (CCA) and a Transitional Facility (TF)
3. This is requested and either approved, held, or declined by Customs and MPI on an Inward Cargo Report (ICR)
4. An ICR submitted purely for movement is currently free of charge

DTRs will replace the existing paper-based systems for the movement of uncleared cargo:

1. **For Customs:** Paperless transshipment and Collector's Permits
2. **For MPI:** An approved DTR will be used instead of requesting a BACC to move uncleared cargo.

How to submit an ICR with a DTR request?

A DTR can be submitted using Trade Single Window (TSW Online) or a Software System that interfaces with TSW.

Registering to use the Trade Single Window system

Every person who wishes to submit lodgements and cargo reports (regardless of the method of submission) needs to register online at www.tsw.govt.nz. See the Getting Started section on the Customs website for information on how to register

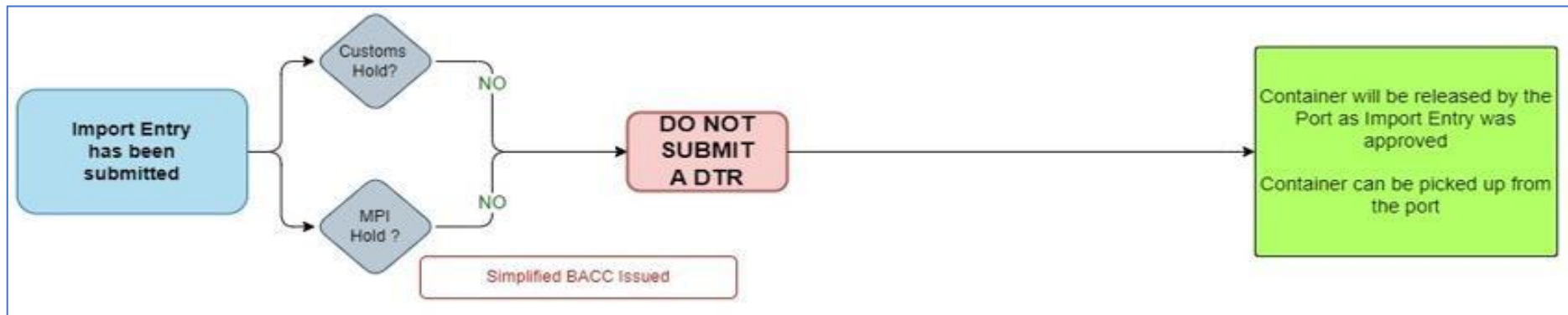


Submitting your Domestic Transhipment Request

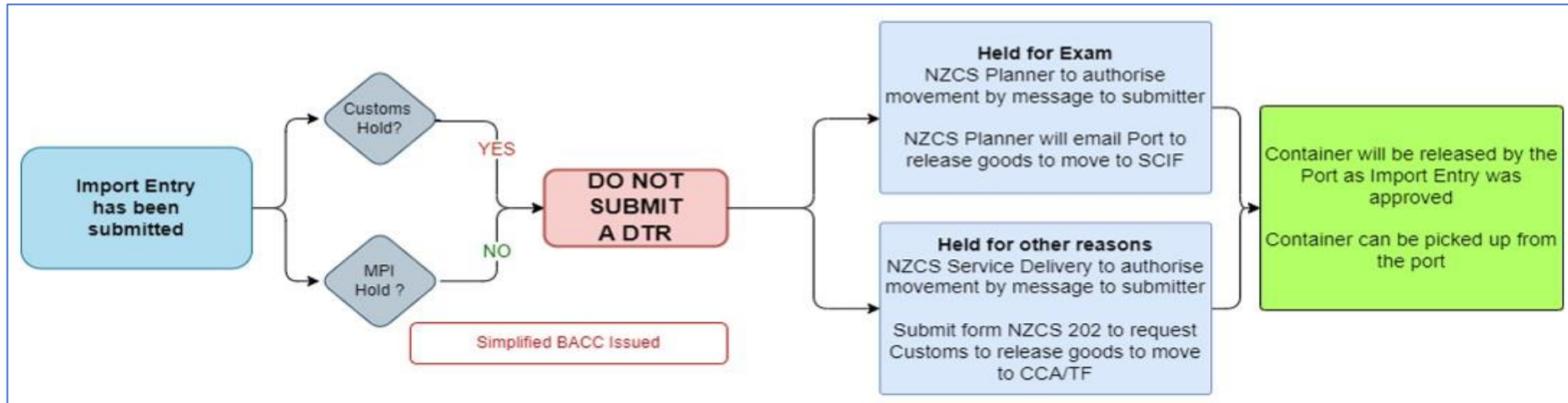
The expectation from both agencies is that an Import Declaration is required for the movement via Land for FCLs and Breakbulk Cargo from the Port to a CCA/TF

IMPORT DECLARATION SUBMITTED

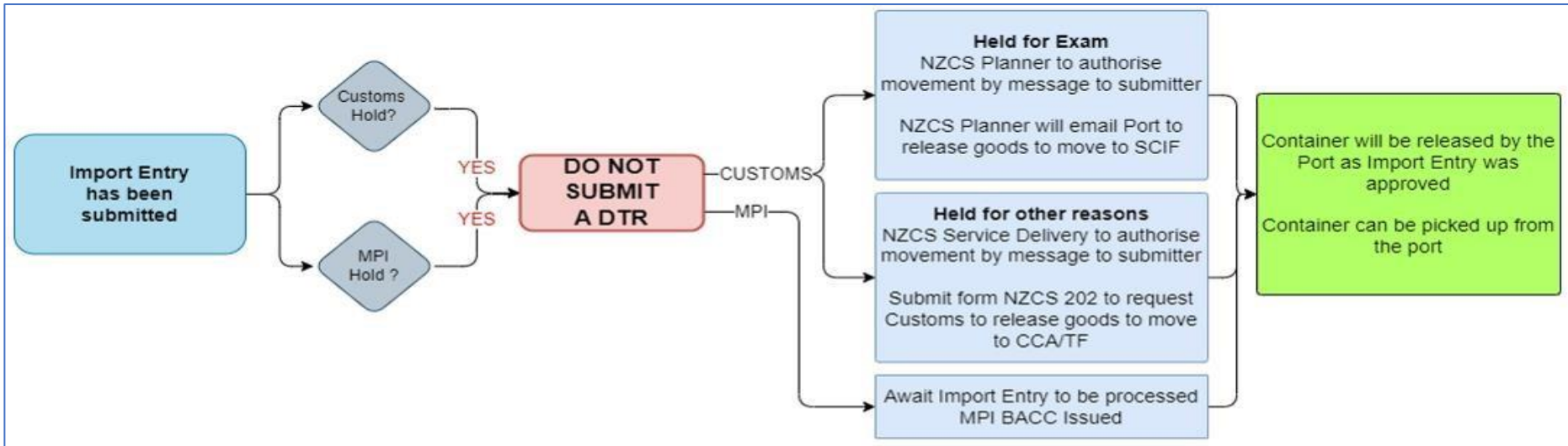
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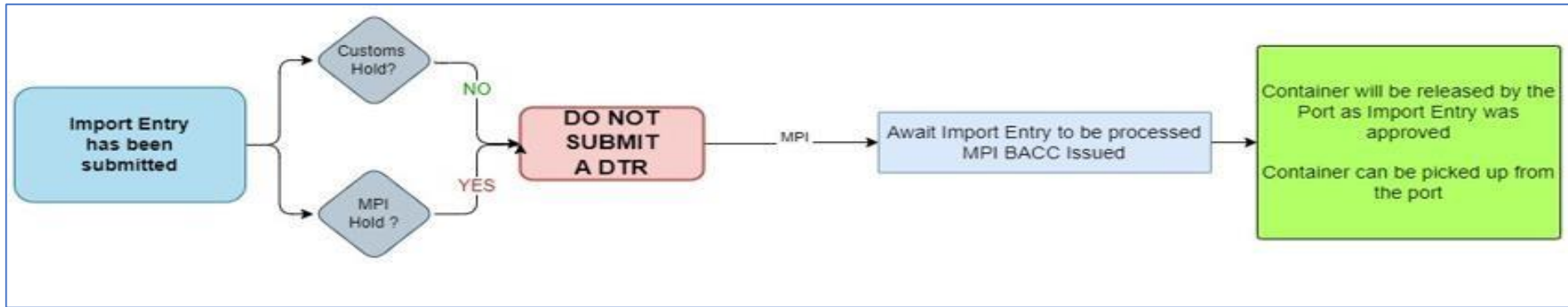
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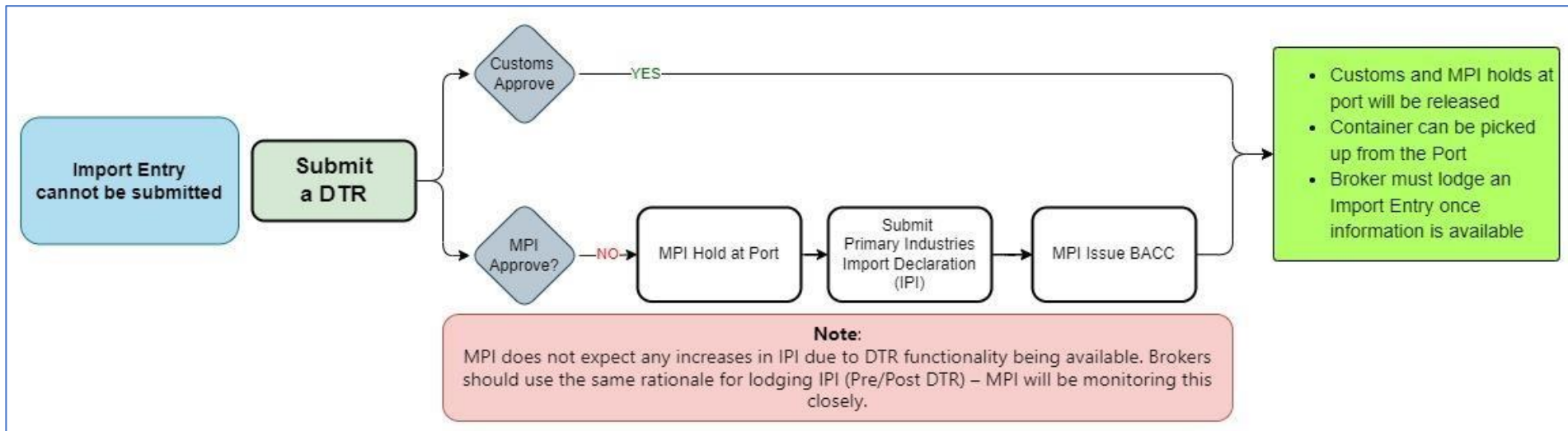


4.



In order to move an FCL container from the port, the expectation from NZ Customs and MPI is that a Full Import Declaration be submitted. There may be situations due to which a full Import Declaration cannot be submitted, in which case the process below must be followed:

5.



This process should be used in exceptional circumstances only when a full Import Declaration cannot be submitted

Further information:

For more information on DTR contact: DTR@mpi.govt.nz

- [TSW Online Guide: Completing Inward Cargo Report \(Sea\)](#)
- [TSW Fact Sheet: Inward Cargo Report \(Sea\)](#)

