



New Zealand border agencies Advance notice of arrival

PERIOD OF ADVANCE NOTICE

This form, including supporting documentation, must be provided not less than 48 hours before the estimated time of arrival of the craft in New Zealand. On arrival in New Zealand, the craft must proceed to a designated New Zealand Customs Service and Ministry for Primary Industries port, unless authorised by the Chief Executives of the New Zealand Customs Service and the Ministry for Primary Industries, or compelled by navigation-related requirements or accident or stress of weather or other necessity, to arrive elsewhere. A confirmation of health status 12 to 24 hours prior to arrival at a pilot station must be provided to Health Protection officers at the port of arrival. If the current status of the information contained in this form (including supporting information) changes at any time officials must be notified immediately. Penalties for knowingly giving false or misleading information or failing to provide information required by law include fines or imprisonment for up to one year.

PART A : CRAFT DETAILS

1. Craft name:.....		2. Voyage number:	
3. IMO number:	4. Registration number (if applicable):	5. Radio call sign:	
6. Craft's fax number:	7. Craft's telex number:	8. Craft's email address:	
9. Gross tonnage:	10. Craft type:	11. Towed craft:	
12. Has this craft had a different name? If YES, what was the previous name?		13. Country and port of registration:	
14. Name of owner or charterer:		15. Name of person in charge of craft:	

PART B : VOYAGE DETAILS

16. Estimated date and time of arrival in New Zealand territorial waters: day: month: year: hours:	
17. Estimated date and time of arrival in first port of call in New Zealand: day: month: year: hours:	
18. Estimated date and time of departure from first port of call in New Zealand: day: month: year: hours:	
19. (a) Last overseas port prior to arrival in New Zealand (port and country)	20. Date of departure from the last overseas port prior to arrival in New Zealand
(b) Is this port an ISPS facility? Yes <input type="checkbox"/> No <input type="checkbox"/>	Day: month: year:
21. Craft's first time to New Zealand? Yes <input type="checkbox"/> No <input type="checkbox"/>	22. First port of call in New Zealand:
23. Next New Zealand ports of call, ETAs and ETDs (specify the date)	
(1) Port: ETA: ETD:	(4) Port: ETA: ETD:
(2) Port: ETA: ETD:	(5) Port: ETA: ETD:
(3) Port: ETA: ETD:	(6) Port: ETA: ETD:
24. Next overseas port and country for which the craft is destined:	

PART C : CREW AND PASSENGERS

25. Number of crew:	26. Are there any New Zealand domiciled crew on board? Yes <input type="checkbox"/> No <input type="checkbox"/>	27. Number of crew leaving the craft in this country:
28. List ports at which crew are leaving this craft:		
29. Number of passengers:	30. Number of passengers leaving the craft in this country:	
31. List ports at which passengers are leaving this craft:		
32. Last stowaway check: day: month: year: Result:		
33. Are goods on board recovered at sea? If YES, attach details		34. Any stowaways or person on board rescued at sea? Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, attach details.
35. Is there any recreational /sporting equipment on board intended for use ashore? (eg golf shoes/clubs, sporting boots, fishing gear, bicycles etc) Yes <input type="checkbox"/> No <input type="checkbox"/>		36. Goods for landing (including per favour goods and goods for other persons). Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, attach list

Note: No goods may be landed without prior approval from a MPI Biosecurity officer)

PART D : CARGO

All craft carrying cargo must lodge inward cargo report/s relating to cargo for discharge in New Zealand (whether commercial or non-commercial) and commercial cargo not intended for discharge in New Zealand. Where the owner or operator or their agent is unable to provide complete details, they are to provide the New Zealand Customs Service with the names of those persons who will be providing an inward cargo report for the cargo that they cannot provide detail for.

37. Is the craft carrying cargo? Yes No

If YES, complete below:

A. General description of cargo.

B. Name of each person who will be giving inward cargo reports and when approved, export ECI reports for transshipments, intended to be given for the craft (attach list of names if spaces below are insufficient).

C. Number of inward cargo reports and when approved, export ECI reports for transshipments, intended to be given by each person.

A	B	C
(1)
(2)
(3)
(4)

PART E : HEALTH PROTECTION QUARANTINE REPORT

38. Have there been any deaths (other than by accident) or any symptoms of illness or infectious diseases amongst the crew or passengers during the current voyage? Yes No

Note: "Illness" – where a person has a temperature or rash or glandular swelling or jaundice persisting for more than 24 hours; any diarrhoea or vomiting (apart from that associated with sea sickness); presence of symptoms suggestive of any infectious disease as listed in the Health Act 1956.

If YES, state number and cause:

Deaths:..... Cause:.....

Illnesses: .. Cause:.....

39. Ship sanitation/ship sanitation exemption certificate: Issue date: Day: ... Month: Year:

Port of issue:

PART F : MINISTRY FOR PRIMARY INDUSTRIES QUARANTINE REPORT

40. Are there any animals (including birds and fish etc) on board? Yes No

If YES provide details of the animal/s:

41. In the past year (or since the last visit to this country) has your craft been to any ports on the east/Pacific coast of Russia (excluding the Kamchatka Peninsula) during July, August or September? Yes No

Has your craft been inspected and certified free of Asian Gypsy moth by an agricultural authority or their agent in Australia, Canada, New Zealand, USA, Russia, Japan, Korea or China? (If YES, please supply certificate). Yes No

42. Have you carried livestock or grain in the last three months? Yes No

If YES, describe the type of cargoes, the loading/discharge port/s, and cleaning performed since the livestock or grain was discharged.

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43. Have there been any stowaway animals, bees, pests, reptiles, insects, nests or signs of infestations onboard? Yes No

44. Have you any dunnage (wood used in packaging/bracing of cargo etc) on board? Yes No

If YES, is the dunnage ISPM 15 stamped? Yes No

All craft must complete and send Ballast Water Declaration Part 1 (regardless of ballast water discharge intentions)

45. Do you intend to discharge ballast water in New Zealand territorial waters? Yes No

Have you exchanged some ballast in readiness for any change in loading orders? Yes No

If YES to either question, you must complete Part 2 for these tanks and send, with Part 1, 48 hours before arrival with all your completed or intended exchange details. You will receive a reply from the Ministry for Primary Industries before your arrival.

Note: You must not discharge ballast water in New Zealand territorial waters until you receive notification from a MPI Biosecurity officer.

PART G : MARITIME SECURITY REPORT

46. Provide ISSC number: Issuing authority: Expiry date:	47. Security level at which the craft is currently operating?
48. Name and rank of the craft's security officer:	
49. Does the craft have a continuous synopsis record? Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, who is the issuing authority?	
50. Did the craft operate at Security Level Two or above in any of its previous ten ports of call? Yes <input type="checkbox"/> No <input type="checkbox"/> If YES, attach details	
51. Were any special security measures taken at any of the previous ten ports of call? If YES, attach details. Yes <input type="checkbox"/> No <input type="checkbox"/>	
52. Was there any craft to craft contact during the last ten ports of call? If YES, attach details Yes <input type="checkbox"/> No <input type="checkbox"/>	
53. Are details held on board of who is responsible for deciding on the employment of the craft and appointing its crew? Yes <input type="checkbox"/> No <input type="checkbox"/>	
54. Port state control inspection date: Day: month: year:	55. Port of issue of port state control:

PART H : SUPPORTING DOCUMENTS (TO BE ATTACHED, BUT NOT REQUIRED FOR HEALTH OFFICIALS)

Current Crew List (NZCS 355) <input type="checkbox"/>	Ministry for Primary Industries Master's Declaration <input type="checkbox"/>
Current Passenger List (NZCS 342) <input type="checkbox"/>	Ballast Water Declaration Part 1 <input type="checkbox"/>
Ports of Call List (for the previous two years or since the last visit to this country) <input type="checkbox"/>	Ballast Water Declaration Part 2 <input type="checkbox"/>

PART I : BORDER CLEARANCE LEVY INFORMATION

Preferred email address for Border Clearance Levy invoice:	Customs use only Invoice number:
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PART J : AGENT'S DETAILS

Date: day: month: year:	Craft's location at the time:
Agent's name:	Agent's phone number:
Agent's fax number:	Agent's email address:

Privacy: The information in this form is used for border security, data matching, immigration, statistical, and certain other purposes authorised by law. The Privacy Act 1993 provides rights of access to, and correction of, personal information held in readily retrievable form. Should you wish to exercise these rights please contact the New Zealand Customs Service, PO Box 2218, Wellington 6140. *New Zealand Biosecurity Act 1993, Customs and Excise Act 1996, Health Act 1956, Maritime Transport Act 1994, Maritime Security Act 2004.*

NOTES

1. This form, including attachments must be provided by email or fax to (a) the New Zealand Customs Service (who will provide a copy to Maritime New Zealand), (b) the Ministry for Primary Industries, and (c) the Health Protection Officer at port of arrival (who does not require the attachments).
2. For New Zealand Customs Service purposes, the term "ship" means a ship or boat as defined in the Customs and Excise Act 1996. "Cargo" includes all manifested cargo and cargo carried per favour by the ship's Master or owner or charterer.
3. For New Zealand Customs Service purposes, "arrival in New Zealand" refers to "New Zealand" as defined in the Customs and Excise Act 1996. For the majority of vessels this will mean arrival in New Zealand's territorial waters, which extend 12 nautical miles from the coast.
4. Officers engaged in the clearance of arriving vessels will discontinue the process if they encounter crew behaviour that they deem inappropriate or a compromise to safety. Delays in the completion of clearance formalities will inevitably result.