



Application for a permission to import tobacco leaf or refuse

The importation of tobacco leaf and refuse is prohibited under section 95A of the Customs and Excise Act 2018 without a permit. **The importation of tobacco products through the international mail by a registered postal operator is prohibited.** This means all importers must have the goods shipped using sea freight, air freight (including an air courier company), but not using the international mail service operated by New Zealand Post.

The New Zealand Customs Service is collecting information on this form in order to process your application to import tobacco. Information on this form may be disclosed to other agencies where permitted by law.

Please read the reverse side before completing this form.

Either type in the fields provided or print this form and complete it using a pen and BLOCK LETTERS. Tick where applicable

Applicant details

Importer name:

Physical address:

Do you hold a Customs-controlled Area licence for manufacturing tobacco products? (tick one) Yes No

Customs-controlled Area code:

Are you aged 18 years or over? (tick one) Yes No

Address of Customs-controlled Area,
if different from physical address above:

Contact person's name:

Position in company:

Email address:

Contact number:

Customs TSW client code/s:

NZ Business Number:

You must attach a copy of your photo ID (a current passport, New Zealand Drivers Licence, or other suitable photographic identification)

Type of Customs-controlled Area: **Duty free store** **Export warehouse** **Licensed manufacturing area**

Permit requirements

Indicate the purpose of importing the tobacco leaf or refuse (tick ONE option only)

To be used in the manufacture of tobacco products in a Customs-controlled Area licensed for that purpose

To be used for scientific, educational, commercial or industrial purposes, other than the manufacture of smokable products – **please attach a detailed explanation** of how the tobacco leaf or refuse will be used, how it will be kept secure, and why an alternative product cannot be used in its place

Indicate how the goods will be imported e.g. courier, sea freight:

If you are not a Customs-controlled Area licensed for the purpose of the manufacture of tobacco products, you must provide the following details to support this application for a permit for tobacco leaf or refuse for scientific, educational, commercial, or industrial purposes, other than the manufacture of smokable products:

- the quantity of tobacco leaf or refuse you will import during the validity of the permit (see overleaf for permit timeframe)
- technical data to illustrate the use of the tobacco leaf or refuse in the process you are intending to undertake
- anticipated sales, for example who you are going to sell to and how much and a copy of your business plan
- security arrangements for the premises and product, for example monitored alarm system and security cameras.

Declaration and consent

By signing this form, I declare that I have read the information contained in Form NZCS 259.

- The information supplied on this form is complete, truthful and correct in every detail.
- I am over 18 years of age.
- I am aware that giving false or misleading information is an offence under sections 366 and 368 of the Customs and Excise Act 2018.
- I acknowledge that conditions will be placed on the import of tobacco in line with the descriptions in the permit requirements section of this form, and that other conditions may apply.

Full name
(BLOCK LETTERS)

Signature:

Date:

Please forward this completed form and any additional documents to tobaccopermits@customs.govt.nz. Failure to provide the information requested on this form will result in your application being declined.

OFFICE USE ONLY

Date received:

Reference Number:

GUIDANCE FOR IMPORTERS

All imported tobacco leaf and refuse is subject to excise-equivalent duty and GST on importation (if applicable). The importation of tobacco leaf or refuse without a permit issued to the importer by the New Zealand Customs Service is prohibited by section 95A of the Customs and Excise Act 2018. Any tobacco leaf or refuse which is not imported under the authority of a permit will be liable to seizure and destruction. Other penalties may also apply including prosecution.

Permits can only be issued to applicants 18 years or over.

A permit to import is not transferable. Attempts to use a permit issued to a third party will result in the permit being revoked.

Customs will not issue a permit for tobacco leaf or refuse to be imported via the mail. This means an importer must have the goods shipped using a freight forwarder or air courier company, but not using the international mail service operated by New Zealand Post. Any tobacco leaf or refuse imported through mail will be seized and destroyed.

Use of imported tobacco leaf or refuse to manufacture smoking tobacco without a valid Customs-controlled area licence is an offence.

If approved Customs will issue a permit valid for use as per the timeframes below:

- An approved importer: a multiple use permit **valid for 12 months** from the date of issue.
- A Customs-controlled Area (CCA) licensee, being a licensed manufacturer of tobacco products: a multiple use permit **valid for so long as the CCA licence remains in force**.

For permit holders importing tobacco leaf or refuse to be used other than manufacturing tobacco products in an area licensed by Customs, the approved permit will stipulate a maximum quantity that can be imported.

The Privacy Act 1993 provides the right to request access to, and correction of, personal information. If you want to exercise these rights, please contact the New Zealand Customs Service on 0800 428 786 or email: privacy@customs.govt.nz or write to us at PO Box 2218, Wellington.