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Description automatically generated with medium confidence

NZCS 613 | May 2023

**Application for Broker Deferred Account**

Return to: New Zealand Customs Service

Revenue Management Team

PO Box 29

AUCKLAND 1140

Or email: [revenue@customs.govt.nz](mailto:revenue@customs.govt.nz)

Full legal name of business: Insert business name: (the applicant)

Trading name (if different): Insert trading name

GST/IRD number: Insert information Broker code: Insert information

Is the business:

|  |  |
| --- | --- |
| (a) **A New Zealand incorporated company**  *Certificate of Incorporation required* | (b) **An overseas registered company**  *Certificate of Registration and Certificate of Incorporation under the Companies Act 1993 (Part IVIII) required* |
| (c) **Partnership**  *Full names and personal identification of all partners required* | (d) **Sole trader**  *Personal Identification required* |

Insert information here

Email address for receiving statement: Insert email address

***Note:*** *Customs no longer posts out paper statements for broker deferred accounts.*

Have you provided bank guarantee or cash deposit: Select Yes or No

***Note:*** *Bank guarantee or cash deposit is usually required for:*

1. *An overseas registered company*
2. *A company that is insolvent*
3. *A trust*
4. *A person who is or has been the subject of a bankruptcy administration.*

Please list any associated companies/businesses/trusts:

Insert information here

Insert information here

Insert information here

Contact details for operation of the broker account:

Name: Insert name Designation: Insert Designation

Tel: Insert telephone no Email: Insert email address

**Please complete the details on the reverse of this form**

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**Declaration**

I understand that if this application is successful, a Broker Deferred Account will be opened with the applicant as the account holder and the applicant will be bound by the Broker Deferred Account – Terms and Conditions.

I declare that I have the authority to make this application and the above particulars are true and correct.

Full name and position of person making this Declaration:

Surname First name/s Designation eg. director/owner

Signed: Date: Insert date

Please attach personal identification i.e. a copy of a Birth Certificate / Driver’s Licence / Passport (this includes separate identification for each partner where appropriate).

**Check List**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Application form (incl. undertaking on next page completed and signed |  | Bank guarantee or cash deposit  (if applicable) |
|  | Direct Debit form (NZCS 615) completed and enclosed |  | For a Company Incorporated in  New Zealand: a copy of the Certificate of Incorporation |
|  | For an Overseas Registered Company: A copy of the Certificate of Registration and a copy of the Certificate of Incorporation |  | Evidence of Identity (as described above) |
|  | Full set of latest financial statement signed by the company director. |  | Evidence of any association with relevant professional bodies i.e., the Customs Broker and Freight Forwarders Federation of  New Zealand (CBAFF) |

Please indicate the desired credit level: Insert $ value

NZCS 613 | May 2023

**Broker Deferred Account - Undertaking**

1. The applicant undertakes to pay Customs the amount of any Customs duties on import entries billed to the Broker Deferred Account that are outstanding after the due date.
2. This undertaking will remain in effect until the credit facility is closed or the security is otherwise released by the Chief Executive.

*(Signature of person giving undertaking)*

Signatory’s Name: Insert name

Company: Insert Company name

**Broker Deferred Account – Terms and Conditions**

In addition to the relevant provisions of the Customs and Excise Act 2018, the following terms and conditions will apply to Broker Deferred Accounts.

1. The applicant will provide the Chief Executive of the New Zealand Customs Service (Chief Executive) with security in the form of a written undertaking to secure the payment of Customs duties on import entries the account holder lodges. The Chief Executive may require other security, instead of, or in addition to this from time to time.
2. Customs will email the account holder a detailed account statement on the first calendar day of the month listing all the charges incurred in the previous month. Payment is due by direct debit on the 20th of the month or the next working day if the 20th falls on a weekend or public holiday. The Chief Executive can change the deferred payment terms by giving the account holder at least 30 days’ notice.
3. The account holder must provide Customs with a valid direct debit authority over the account holder’s nominated NZ bank account.
4. The approved credit limit has a built-in 20% allowance. If the account balance exceeds the credit limit by 20%, Customs will reject subsequent import entries. The account holder can choose to top up by direct credit. Banking instructions are available at [Broker with a deferred account (customs.govt.nz)](https://www.customs.govt.nz/broker-deferred-account).
5. If any payment is dishonoured, the Chief Executive may suspend the credit facility and use any cash deposit or bank guarantee the account holder has provided to pay the overdue debt. The Chief Executive will only consider reinstating the credit facility once the overdue debt has been paid in full.
6. The account holder can cancel the credit facility by advising Customs in writing. The account holder will remain liable for any amount billed to the Broker Deferred Account until the paid overdue debt is paid in full.

NZCS 613 | May 2023

**Broker Deferred Account - Authorisation**

1. Pursuant to section 123(1)(a) of the Customs and Excise Act 2018 (the Act), the Chief Executive of the New Zealand Customs Service authorises a class of persons – being persons liable for Customs duties on entries lodged by [*insert name of the applicant*] using their Broker Deferred Account – to defer the payment of duty on imported goods.
2. This authorisation is given subject to:

* the Broker Deferred Account – Terms and Conditions, and
* the applicant providing security required by the Chief Executive.

Approving Officer, The

(*Under delegated authority of the Comptroller)*

Name: Insert name

Dated at Insert name of place on Insert day Insert month Insert year.

Client Code Number: Insert number