

# Application for Permit to Import Live Animals (Other than Cats, Dogs & Horses) To Post Arrival Address

**Ministry for Primary Industries**  
Manatū Ahu Matua



DR: \_\_\_\_\_

**PLEASE READ** before completing form

1. It takes approximately **ten working days (10)** to issue a permit. Failure to submit all application documents may delay processing time. We recommend applying as soon as possible. Please write clearly.
2. Applying for a permit to import is only part of the import procedure. Please read and comply with the relevant import requirements at the [import health standard](#) search link.
3. Permit issued pursuant to the Biosecurity Act, 1993.

**Application Notes** *Important* please read the following information carefully before completing the form

**IMPORTER DETAILS**

Importer address must be a residential address. If you do not yet have a NZ address, please use your residential address in country of export

**EXPORTER DETAILS**

Please use your residential address in country of export. If you are using a Pet Transport company please include their address details also.

**Importer Details**

<b>Given name(s):</b>		
<b>Surname(s):</b>		
<b>Phone:</b>		<b>Mobile:</b>
<b>Physical Address:</b>		
<b>Email:</b> (Where permit to be sent)		

**Description of Animals** *Please see 'Live Animal ID Table' at the end of this application form*

Species*	Breed*	Gender (M/F)	Age* (years)	Microchip/ID	Number of animals*

**Estimated Date of Importation:** \_\_\_\_\_

**Import Health Standard:** \_\_\_\_\_

**Notification:** The NZ Official Veterinarian must be notified of import **72 hours** prior to arrival. Please email [liveanimalsector@mpi.govt.nz](mailto:liveanimalsector@mpi.govt.nz) with these details and include a copy of the export documents.

\* For alpacas, cattle, lamas and sheep please only complete the asterisked details. Only age range and total number of the animals is required. See last page for further information required.

## APPLICATION TO IMPORT LIVE ANIMALS (OTHER THAN CATS, DOGS, HORSES)

### Exporter Details

Company name:		Contact:
Physical Address:		
Country of export:		
Phone:		Mobile:

### Address to Send Ear Tags Cattle\*, deer, sheep, alpacas only

Ear tags will be sent by normal post unless a courier bag is provided

Company name:		Contact:
Physical Address:		
Country:		
Email:		
*NAIT Ear Tags: MPI does not provide NAIT ear tags for cattle/buffalo; it is up to the importer to obtain these. Please see following website for more information: <a href="http://www.nait.co.nz">www.nait.co.nz</a>		

### Post Arrival Address If more than one please provide all addresses

Owner:		Contact:
Physical Address:		
Email:		Phone:

### Privacy Act 1993

The information on this form is required to enable the Director-General of the Ministry for Primary Industries, or a duly authorised delegate, to consider whether or not to issue a permit under the Biosecurity Act 1993.

The agency collecting and holding this information is: Animal Imports, Animal & Animal Products Directorate, Ministry for Primary Industries, Pastoral House, 25 The Terrace, PO Box 2526, Wellington 6140. Ph: +64 4 894 0100, Fax: +64 4 894 0733.

You have rights of access to, and correction of, personal information supplied in this form as provided by the information privacy principles in section 6 of the Privacy Act 1993. In addition, it is your responsibility to ensure that your consignments comply with the Hazardous Substances & New Organisms Act 1993, Convention of International Trade in Endangered Species requirements, and New Zealand Customs Service requirements.

### Where to Send this Application (email is preferred)

Mail: **Animal Imports**  
**MPI New Zealand**  
**PO Box 2526**  
**Wellington 6140**  
**New Zealand**

Email: [animalimports@mpi.govt.nz](mailto:animalimports@mpi.govt.nz)  
Fax: +64 4 894 0733

APPLICATION TO IMPORT LIVE ANIMALS (OTHER THAN CATS, DOGS, HORSES)

**Payment Details** Please note this application will not be processed if payment details are unsigned

ON PAYMENT THIS BECOMES A TAX INVOICE  
MINISTRY FOR PRIMARY INDUSTRIES  
GST REG NO: 64-558-838

**Permit Fee:** NZ\$220.74 (inc GST)

Fee is payable for new permits, amendment requests, and renewals. This fee is associated with the processing of a permit application, regardless of issue status and is payable on demand. If processing this application takes longer than 1.5 hours, an additional time-calculated fee will apply. You will be contacted by the Animal Imports team if this is required.

**My preferred payment option is:**

Invoice

**Choose either importer or agent for invoice to be sent to.** NOTE: if you do not have an account with us please pay by credit card or apply for an account to be created; this includes a credit check and may take up to two weeks to complete.

Importer

**Name:** \_\_\_\_\_ **Authorised signature:** *Must be signed for payment by invoice*

Purchase order number: \_\_\_\_\_ Importer account number: \_\_\_\_\_

Agent

**Organisation name:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Authorised signature:** *Must be signed for payment by invoice*

Purchase order number: \_\_\_\_\_ Agent account number: \_\_\_\_\_

Cheque

Payable to: **Ministry for Primary Industries (MPI) New Zealand**

Credit Card  
Receipt

Visa  
 Mastercard

**Credit Card number:** Visa or Mastercard ONLY

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_| Exp |\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|

**Name of cardholder:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** *Must be signed for payment by credit card* \_\_\_\_\_

**Importer Declaration** Please note this application will not be processed if form is submitted unsigned

I/we:

1. **Declare** that the information provided in this application is true and accurate to the best of my knowledge,
2. **Agree** to pay the permit fee, regardless of issue status, and all costs associated with the importation of the goods listed on this application,
3. **Agree** to indemnify MPI against all costs, whether commission, legal fees or otherwise incurred by MPI or MPI's duly authorised agents relating to the recovery of any monies, goods or services owed by me/us to MPI,
4. **Irrevocably authorise** any person or company to provide you with such information as you may require in response to your credit enquiries.
5. **Authorise** MPI to furnish to any third party details of this application and any subsequent dealings that I/we may have with MPI as a result of this application being actioned by MPI
6. **I certify** that the animals described in this permit application are **not new or genetically modified organisms**, as defined in the Hazardous Substances and New Organisms (HSNO) Act found at the following website: <http://legislation.govt.nz/>

**Name of importer/agent:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

APPLICATION TO IMPORT LIVE ANIMALS (OTHER THAN CATS, DOGS, HORSES)

**Live Animal Identification Table**

**Note:**

Once MPI tags have been inserted this table must be completed, and a copy sent to the email address below. Copy the table as many times as necessary for imports of more than 20 animals. Permit will not be valid without a copy of table(s) attached.

If animal details change, a new 'Live Animal Identification Table' must be completed and sent to MPI prior to importation.

Email: [animalimports@mpi.govt.nz](mailto:animalimports@mpi.govt.nz)

Fax: +64 4 894 0733

Permit Number (completed by MPI):

Species to be imported:

Country of export:

	Breed	Sex	Age	ID	MPI Tag Number	Post Arrival Address
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

Name of Importer: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_