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| **Filling in your application form:*** A separate form is required for each work request.
* You must complete ALL questions or mark as not applicable. This information is essential for the prioritisation of your request.
* Please attach any supplementary information to this completed form and return to the Ministry for Primary Industries (MPI) preferably by email: animalimports@mpi.govt.nz

**Once we have received your application:*** MPI will acknowledge receipt of your application.
* MPI will prioritise your request and you will be advised of the result.
* If your request can be prioritised on the work programme based on self-funding, you will be contacted.

**Confidential information*** Under the Official Information Act 1982, MPI is required to release information if requested. MPI may withhold information where it is considered confidential or commercially sensitive.
* Some of the questions on this form may require applicants to provide sensitive information. If you consider that the information you are providing is commercially sensitive, or provided in confidence, and should not be released by MPI, please give your reasons below.
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| **Submission Date** |  |

Contact details of importer

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| --- | --- |
| Name of company or individual |  |
| Contact person  |  |
| Postal address |  |
| Email address |  |
| Telephone No. |  |
| Fax No. |  |

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| Country of export and country of origin |
| 1. Exporting country
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| 1. Country or countries from which the animal originated, or animal product was produced or where animal product ingredients were derived.

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| 1. Name the current New Zealand import health standard for the animal or animal product.

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Description of intended imported commodity1. For live animals provide species/breed.

For animal products describe their state (e.g. dried, frozen, refrigerated), and how they are manufactured and packaged (if relevant).

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1. For animal products list any quality assurance standards that the manufacturing facility operates under (Include both national and international standards).

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1. Describe the interest the exporting country has shown to initiate trade.

Has the exporter communicated with the government authority (equivalent organisation to MPI) in the exporting country?

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1. Provide contact details of the government authority (equivalent organisation to MPI) in the exporting country responsible for official inspection and certification[[1]](#footnote-1).

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1. Are these live animals or animal products exported to other countries? (List all countries and attach copies of their import conditions and associated export certificates).

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**Prioritisation** 1. Provide any technical information that would assist MPI to assess the biosecurity risks resulting from importing the requested animal or animal product; for example, published risk assessments, international codes or standards, peer reviewed articles, findings of research projects. Please attach copies of relevant documents or reference sources.

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1. Obtain from the government authority of the exporting country a list of pests and diseases present in their country that may be associated with the requested species.

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1. Is the animal product used as an input into other commodities/industries? How big are these industries?

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1. What is the expected volume or value of trade within 12 months and over the longer term?

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1. What benefits would there be to New Zealanders if this animal or animal product was imported (e.g. economic [better quality, different, lower priced product], social or cultural, environmental or human health). Quantify if you can. Who are the beneficiaries?

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1. Do you anticipate public concern over the requested importation? If so, why?

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Funding Crown funding is allocated to the applications that are ranked as highest priority. When Crown funding has been fully allocated, applicants that have indicated they are willing to fund development themselves will be offered that option, in order of priority and provided suitable resources can be found to perform the work.1. If you were offered the option, would you be willing to fund the work you have requested?

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### Please check you have:

* Completed all questions or marked not applicable
* Attached any supporting documents
1. The exporting government authority may be required to provide information during the work process. [↑](#footnote-ref-1)