



Application Form AP20(2): Country Listings

Country listing is required when an overseas market access requirement requires exported animal products to be from an approved premises. Use this form for country listing applications for:

- all countries except the European Union, Great Britain and China, and
- all animal products, including dairy products and honey/apiculture products.

The application forms for the European Union, Great Britain and China are available at [Country listing application forms](#).

An application fee applies. Refer to section 8 MPI Approvals Charge of this form.

You can upload your electronic signature into this form (click on the picture icon and browse to find and upload an image of your signature) or print and sign it. Alternatively use the PDF version if you want to print out the form and fill it in: [AP20\(2\) PDF version](#).

Complete sections 1-5 and send to your site verifier at your verifying agency. When the endorsed form is returned to you from your verifying agency, pay the application fee and complete section 8. Email the form, payment receipt and any required documentation to countrylistings@mpi.govt.nz.

If there are any changes to the details provided in this application before country listing, you must inform your site verifier and email countrylistings@mpi.govt.nz.

If there are any changes to the details provided in this application after country listing, then you must submit a new application form.

- If the change is to the premises name or address, complete an [AP20\(3\) Form](#).
- For any other change you need to complete a new AP20(2) form.

For indicative timeframes of a country listing approval please refer to the table [linked here](#).

Checklist before submitting to MPI Approvals

- ☐ My verifying agency has endorsed my application
- ☐ I have paid the application fee and attached proof of payment
- ☐ I have attached all the supporting documents (where required for a listing)

Applicant to complete these sections:

1. Premises Identifier For Dairy, enter ULI ID	2. Premises Name
3. Premises Physical Address	
4. What country list(s) is this application for? <i>Enter the name of each country list you are applying for. Also provide the markets listing details as specified in the relevant market Overseas Market Access Requirements (OMAR). A market may require information on products, processes, species or other parameters. Complete and attach any supporting documentation as specified in the market OMAR(s), eg establishment questionnaire.</i>	
<input type="checkbox"/> New listing	<input type="checkbox"/> Renewal
5. Operator Statement I give an assurance that the operation(s)/process(es) for which this country listing is requested meets the OMAR requirements for the intended market(s). I am authorised to make this application and the information supplied is truthful and accurate to the best of my knowledge.	
Signature:	Date:
Name:	Job title:
Email:	
<i>Send the completed signed form to your site verifier. When the endorsed form is returned to you from your verifying agency, pay the application fee and complete section 8. Email the form, payment receipt and any required documentation to countrylistings@mpi.govt.nz (cc your site verifier).</i>	

Verifying agency to complete these sections:

6. Site Verifier

I have no reason to doubt that the operator can meet the requirements of the country OMAR as it applies to the listing category(s) requested. I recommend this application be endorsed.

I have documented evidence of the operator's ability to maintain compliance with the relevant country requirements.

Notes

Signature:

Date:

Name:

Email:

Job title:

Agency:

If a recommendation is not given, notify the applicant as soon as possible, by email.

- *For listing applications related to bee products or dairy products, send the signed endorsed form and any associated documentation back to the applicant.*
- *For listing applications not related to bee products or dairy products, send the signed form to your Team Leader / Team Manager for their endorsement.*

7. Team Leader / Team Manager

1. Actions carried out prior to endorsing, eg premises review.

2. ☐ Application Endorsed

☐ Application Declined

Signature:

Date:

Name:

If the application is declined, notify the applicant as soon as possible, by email.

Send the signed endorsed form and any associated documentation back to the applicant.

Once the endorsed form is received from your verifying agency, you must pay the application fee, complete section 8 and email the documents to countrylistings@mpi.govt.nz.

Applicant to complete this section:

8. MPI Approvals Charge	
<i>Do not pay until you receive the endorsed form back from your verifying agency.</i>	
<i>Once you receive the endorsed form from your verifying agency, calculate and pay the application fee and complete this section. Email the form, payment receipt and any required documentation to countrylistings@mpi.govt.nz (cc your site verifier).</i>	
ON PAYMENT THIS BECOMES A TAX INVOICE	GST No: 64-558-838
The fee for each premises listing is based on the work required for each list. Refer table of fees to determine the total amount payable.	
Payment must be made by credit/debit card or direct credit .	
Total \$ amount payable with this application (inclusive of GST)	
Credit / Debit Card (preferred option) <i>Tick boxes and attach your receipt</i>	
1. To pay by credit card (Visa or MasterCard) go to www.mpi.govt.nz/food-safety/payments and follow the instructions (for type of fee select Country Listing).	
<input type="checkbox"/> I have paid by credit / debit card and attach my card payment receipt <i>Send your receipt to countrylistings@mpi.govt.nz with your application form</i>	
Direct credit <i>Provide information on payment</i>	
1. Pay into MPI Bank Account no. 03 0049 0001709 002	
2. In the 'Reference' details, put the code CL and the Premises ID	
3. Enter the date of deposit and your bank account name below.	
Date of payment:	
Name of payer: (name of your bank account)	

Collection of Personal Information on Individuals

In regard to any information being collected on this country listing application, pursuant to the Animal Products Act 1999 (that is personal information identifying or being capable of identifying an individual person), notification is hereby provided in accordance with Principle 3 of the Privacy Act 2020, to individuals of the following matters:

1. This information is being collected for purposes relating to the application and general administration of country listings under the Animal Products Act 1999.
2. The recipient of this information, which is also the agency that will collect and hold the information, is the Ministry for Primary Industries, PO Box 2526, Wellington.
3. The collection of this information is voluntary under this overseas market access requirement. The provision of this information is necessary in order to process applications for listing. The failure to provide information is likely to result in the return of this application form to the applicant.
4. You are reminded that under Principles 6 and 7 of the Privacy Act 2020, you have the right of access to, and correction of, any personal information, which has been provided.