



## PERSONAL EFFECTS - SUPPLEMENTARY DECLARATION TO BE COMPLETED BY THE IMPORTER ONLY

You must complete an **Unaccompanied Personal Baggage Declaration** (not this document) for all consignments.

This supplementary declaration is not mandatory; however the information on it will assist inspectors in deciding the biosecurity status of your goods. Non-completion may result in an inspection (at your cost) that may have been otherwise avoided; or inspection at a facility that may be inconvenient to you.

If more space is required to answer the questions please attach your own page to this declaration.

**If prohibited or contaminated items are found they may be treated, reshipped, or destroyed at your cost.**

### CONSIGNMENT DETAILS

Name of importer:

Identifier e.g.  
Container Number:

Name of agent :

### FOODSTUFFS

1. Have you packed any **food**? *Includes honey, meat products, dried and canned foods and food in glass jars. If unsure tick yes.*

Yes

No

*MPI recommends that you check food items are permitted before packing.*

1a Specify the food items that you have packed:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### TRADITIONAL OR HERBAL MEDICINES

2. Did you pack any **traditional medicines** or products made from herbs, plants, seeds, or animal products?

Yes

No

### HOUSEHOLD ITEMS

3. Did you pack a **vacuum cleaner**?

Yes

No

3a Has it been emptied or the bag disposed of?

Yes

No

4. Do you pack any **outdoor furniture**? *Includes garden ornaments, planters, playground equipment*

Yes

No

4a Specify the items that you have packed:

\_\_\_\_\_

\_\_\_\_\_

4b Were they cleaned before being packed?

Yes

No

4c If yes – how?

\_\_\_\_\_

## GARDEN EQUIPMENT

<p>5. Did you pack any <b>garden tools or equipment</b>?  <i>Thoroughly clean<sup>1</sup> all garden tools (forks, rakes, trimmers etc) to ensure they are free of soil and vegetation.</i></p> <p>5a Specify the items that you have packed:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>5b Were they cleaned before being packed?</p> <p>5c If yes - how?</p> <p>_____</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>6. Did you pack any <b>seeds and plant bulbs</b> with your garden equipment?</p>	Yes	<input type="checkbox"/> No
<p>7. Did you pack a <b>lawnmower</b> and/or catcher?</p> <p>7a Were they cleaned before being packed?</p> <p>7b If yes - how?</p> <p>_____</p>	Yes  Yes	No  No

## RECREATIONAL GOODS

<p>8. Did you pack any <b>recreational goods</b> such as any <b>tents or camping equipment, sports shoes, golf equipment, bicycles, or fishing equipment</b>?  <i>Thoroughly clean<sup>1</sup> all sports equipment to ensure they are free of soil or vegetation.</i></p> <p>8a Specify the items that you have packed below:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>8b Were they cleaned before being packed?</p> <p>8c If yes- how?</p> <p>_____</p>	Yes	No
<p>8b Were they cleaned before being packed?</p> <p>8c If yes- how?</p> <p>_____</p>	Yes	<input type="checkbox"/> No

## PET AND ANIMAL EQUIPMENT

<p>9. Did you pack any <b>animal equipment</b> such as <b>saddlery, beehives, medicines, pet food, pet, beds or cages</b>?</p> <p>9a Specify the items that you have packed:</p> <p>_____</p> <p>_____</p> <p>9b Were they cleaned before being packed?</p> <p>9c If yes- how?</p> <p>_____</p>	Yes	<input type="checkbox"/> No
<p>9b Were they cleaned before being packed?</p> <p>9c If yes- how?</p> <p>_____</p>	Yes	<input type="checkbox"/> No

<sup>1</sup> All contaminating organic matter including mud, soil, dirt, leaves, grass, dust, any animal matter, etc. must be completely removed from the items.

## ORNAMENTS AND CHRISTMAS DECORATIONS

<p><b>10.</b> Do you have any <b>ornaments</b>? <i>Includes handicrafts and travel souvenirs; does not include ornaments made of glass and china.</i></p>	Yes	<input type="checkbox"/> No
<p><b>10a</b> Specify the items that you have packed:</p>		
<p>_____</p>		
<p>_____</p>		
<p>_____</p>		
<p><b>10b</b> Do they contain animal skins, ivory, sea shells, coral or birds eggs?</p>	Yes	<input type="checkbox"/> No
<p><b>11.</b> Do you have any <b>Christmas</b> or other festive decorations or wreaths?</p>	Yes	No
<p><b>11a</b> Are they 100% artificial? <i>They contain no plant or animal material.</i></p>	Yes	No

## VEHICLES AND MACHINERY

<p><b>12.</b> Are you shipping any <b>vehicles</b> or <b>boats</b>? <i>Thoroughly clean all vehicles<sup>2</sup> and other machinery to ensure they are free of dirt, soil or vegetation.</i></p>	Yes	No
<p><b>7a</b> Specify the types and numbers of items that you are shipping:</p>		
<p>_____</p>		
<p>_____</p>		
<p><b>13.</b> Have you packed any <b>spare parts, tyres or other machinery</b> in your consignment?</p>	Yes	<input type="checkbox"/> No
<p><b>13a</b> Specify the types and numbers of items that you are shipping:</p>		
<p>_____</p>		
<p>_____</p>		
<p>_____</p>		
<p><b>13b</b> Were they cleaned before being packed?</p>	Yes	No
<p><b>13c</b> If yes – how?</p>		
<p>_____</p>		

## DECLARATION BY THE IMPORTER/OWNER OF THE GOODS

I

\_\_\_\_\_  
(Full name)

being the importer/owner of the goods, hereby declare that I have read and understood all the questions contained in this form and that the information provided is true, correct and complete. I acknowledge that it is an offence under the Biosecurity Act 1993 to open or remove goods that do not have biosecurity clearance.

Date:

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

<sup>2</sup> Vehicles include any cars, trailers, boats, motorcycles, etc.

Note that vehicles requiring a ramp for inspection purposes will not be delivered direct to residence in New Zealand as they must go to a transitional facility approved for inspecting vehicles. This includes cars and trucks.