



New Zealand Clearance Documents – Import & Export

General Cargo Only

Courier / Post

- ❖ Consignment note number &/or Tracking Number
- ❖ Commercial Invoice

Airfreight

- ❖ Waybill
- ❖ Commercial Invoice

Seafreight – LCL Shipment

- ❖ Bill of Lading
- ❖ Commercial Invoice

Seafreight – FCL Shipment

- ❖ Bill of Lading
- ❖ Commercial Invoice
- ❖ Quarantine Declaration (Required for Imports into NZ & AU)

A packing list is not mandatory but is helpful when confirming receipt of the product, if possible it is always beneficial to have one included.

There are 5 Key requirements for a Commercial Invoice:

- 1) Consignor
- 2) Consignee
- 3) Value per Item (Even if it is – **“FOR CUSTOMS PURPOSES ONLY”**, if this is the case the wording used can be placed on the Commercial Invoice to avoid confusion)
- 4) Currency
- 5) Origin of Manufacturer

For other types of cargo (Restricted Cargo) there may be special documentation required, it is always best to check with your freight forwarder.

For Export Shipments from NZ it will depend on the Country of Destination for the type of documentation required to complete the Import Clearance at Destination.