

NZCS 508

Request for release of goods for export



NEW ZEALAND
CUSTOMS SERVICE
TE MANA ĀRAI O AOTEAROA

About this form

Use this form to request the release of export goods held in containers and/or packages at a Customs controlled area, where:

- An export entry HAS been lodged, as per Section 90(3)(b) of the Customs & Excise Act 2018.
- An export entry HAS NOT been lodged, as stated in Section 85(1)(b) of the Customs & Excise Act 2018.

Completing this form

You can complete this form by saving a copy to your computer. Information you have filled in can be saved as you go so you don't have to complete it in one session.

You can choose to print and complete this form by hand instead. Use a blue or black ink pen and write in CAPITAL LETTERS.

Before you start

You will need to refer to the following documents to complete your request:

- ☐ Bill of lading or booking reference number
- ☐ Export entry number (where applicable)
- ☐ Container number (or house bill and number of packages if LCL cargo)

Q1 Contact details of exporter or agent

Exporter name

Email address

Street number

Street name

Suburb

Town/City

Region

Postcode

Q2 Customs Controlled Area (CCA) details

This is for the Customs Controlled Area releasing the goods.

Please provide details for the CCA where the goods are being uplifted from

CCA name

CCA email address

Q3 Goods details

Description of goods

Intended port or wharf for loading

Vessel, voyage or flight number

Container number(s), (or house bill and number of packages if LCL cargo)

Q3 Goods details (continued)

Bill of lading or booking
reference number

Export entry number
(where applicable)

Has this lodgement been submitted through TSW?

☐ Yes

☐ No

What is the reason for release?

☐ Cancelled order

☐ Change of shipping arrangements

☐ Delivered to wrong CCA

☐ Return to exporter to repack

☐ Other – please specify below

Q4 Excisable goods

Only answer this question if your goods are liable for excise.

Please provide details for the CCA where goods are to be returned

CCA name

CCA email address

Q5 SES scheme

Only answer this question if your goods are covered by the SES scheme.

Please provide details for the exporter/secure packing facility where goods are to be returned

Name

Email address

Customs use only

Approval is given to remove these goods from the control of Customs.

Signature

Date
(Customs stamp)

What happens next

If your request relates to a postal item, send your completed form to mail@customs.govt.nz.

For all other requests, attach your completed form and supporting documents to the [Service Request Form](#).

For CCA

- Retain a copy of this form as part of your procedure statement for your CCA licence requirements.

For exporter/broker

- Ensure the export entry is cancelled or amended – refer to Section 90(3)(a) of the Customs and Excise Act 2018 for details.

How Customs collects and uses your information

New Zealand Customs Service (Customs) may collect and use information for border management and border related risk management purposes under the Customs and Excise Act 2018. Under the Privacy Act 2020 you have the right to request access and correction of any personal information you have provided or that Customs holds on you. You may request access and correction through any office of Customs.