

New Zealand Couriers Ltd

Receiver Pays Request Form



Please note: failure to complete this request accurately and in full may delay your collection and transit.

Date: _____ New Zealand Couriers Account Number: _____

Contact Details (name and phone): _____

Senders Details

Company Name: _____

Collection Address: _____ City: _____

Country: _____ Postcode: _____

Contact Person: _____

Contact Phone Number: _____ Email Address: _____

Receivers Details

Company Name: _____

Contact Person: _____

Contact Phone Number: _____ Email Address: _____

Delivery Details

Company Name: C/- New Zealand Couriers International _____

Delivery Address: 32 Botha Road, Penrose, Auckland, New Zealand _____

Contact Phone Number: 0800 655 010 Email Address: _____

Goods Details

Contents (description): _____

Contents Value: _____ Currency: _____

Number of Packages: _____ Weight (total): _____

Dimensions (cm): _____ Purchase/Reference Number: _____

Date ready for collection: _____

Duties and/or Taxes to be charged to: Commodity plus freight and insurance is of a low value

Receivers' customers deferred account number is: _____

New Zealand Couriers authorization given by: _____

Any special instructions: _____

International Courier Service requested: International Express or Economy (please circle appropriate service)

Insurance: Yes / No (please circle appropriate service)

Please return the completed form to New Zealand Couriers International via:

Fax: 09 526 9161

Mail: International Manager

New Zealand Couriers, Penrose, Auckland

DX Box: CX 10119

Conditions of Collection – Important to read

The booking must be made before 16:30hrs New Zealand time. The charge is subject to change from the card rate if collection location is outside the New Zealand Couriers collection area. Depending on location, collection may take up to 48 hours. Receiver has been advised that charges will depend on the greater of actual or volumetric weight. Any applicable duties and taxes will be charged to the account holder. Please be aware that it is the **Sender** who is responsible for addressing the consignment note as per your instructions. This form is for internal use and does not mean that we are able to control the completion of the Sender's consignment note. We recommend you send this completed form, or such to your sender to ensure they consign the package to you accordingly. New Zealand Couriers will endeavour to assist this process but will not be liable for inaccurately completed consignment notes.