

# Cusmode Customs Brokers

## New Customer / Importer Details Form

### 1. Customer details

Legal name / individual name	
Trading name	
Business type	
NZBN / ABN / ACN / company number	
IRD / GST number	
Customs client code	
Physical address	
Postal address	
Website	

### 2. Contact details

Primary contact name	
Position	
Email	
Mobile / phone	
Accounts contact name	
Accounts email	
After-hours contact	
Preferred communication method	

### 3. Business and goods profile

Question	Details
Main goods imported / exported	
Countries of supply / destination	
Expected volume per month	
Any food, plant, animal, wooden, used, DG or restricted goods?	
Current freight forwarder / carrier / depot	
Preferred delivery locations	

Special requirements or known compliance issues	
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#### 4. Documents attached

Required document / information	Provided / Notes
■ Authority to Act	
■ Company extract / business registration if applicable	
■ Photo ID for individual / authorised signatory if required	
■ Customs client code application or existing code evidence	
■ Credit Application if credit terms are requested	
■ Any permits, licences or product approvals	

#### 5. Declaration

I / We confirm the information above is correct and authorise Cusmode to use it for customs, biosecurity, account setup, communication and service purposes.

Name		Position	
Signature		Date	