

Use this form to register with Waka Kotahi so you can claim fuel excise duty refunds using the MR70.

Customer details

Full legal name (Company/partnership/organisation/individual)

Authorised representative

Phone

Mobile

Email

Trading name (if applicable)

Please provide full names of all trustees, partners or directors (continue on a separate sheet if necessary)

Physical address

Postal address (if different to physical address)

IRD number (please provide your IRD number for Waka Kotahi to determine your eligibility to apply for a refund. Please also provide a copy of documentation from the IRD confirming you are in business, eg a copy of a GST101).

Alternative contact (a person of your choosing who can access your fuel excise duty information on your behalf)

Phone

Mobile

Email

Commercial activity

Describe your commercial activity (please tick)

- | | |
|---|---|
| <input type="checkbox"/> Farm/orchard/vineyard | <input type="checkbox"/> Commercial maritime activities (fishing, tourism, etc) |
| <input type="checkbox"/> Commercial lawn mowing/landscaping | <input type="checkbox"/> Commercial carpet cleaning |
| <input type="checkbox"/> Civil/agricultural contracting | <input type="checkbox"/> Other (must be a commercial activity - fuel excise duty refunds are not available for domestic, household or personal use) |

Please provide a brief description of your commercial activities:

Waka Kotahi use only

Approved

BP number

Signed

Declined

Business details

BIC code (Business Industry Classification code)

Website address(if applicable)

Number of staff (full-time equivalent)

Area of operation

Describe seasonal impacts on your fuel usage

How do you purchase your fuel? (tick as applies to you and answer the questions that follow)

- Bulk**
- What volume of fuel does your bulk tank hold?
 - How do you gauge how much fuel is left in the tank at the end of each quarter?
- Service stations**
- How do you purchase and transport your fuel?
 - How do you store your fuel? (eg jerry can)

Do any vehicles, vessels or machinery that are not eligible for a refund extract fuel from your bulk tank or purchase fuel through your business fuel account? If so, please list these vehicles/machinery.

What is your estimated average fuel usage for the previous year (in litres)?

What security is in place for your fuel supply to guard against theft, use for non-commercial purposes or personal use.

How do you determine what fuel purchased is eligible for a refund (ie how do you record usage)?

Farm/vineyard/orchard details (fill in this section only if applicable to your commercial activity)

Size (hectares)

Stock type(s)

OR Orchard/crop type

Description of farm/land (how many paddocks, contour, stock numbers)

Physical address of all additional locations (continue on a separate sheet if necessary)

Size (hectares)

Vehicles and equipment *(continue on a separate sheet if necessary following the same format as below)*

Vehicles licensed in classes A or B

Make/model	Licence plate number	Tank size	Purpose/use

How do you record on-road use?

Unregistered vehicles *(eg farm bikes, tractors, hydroladders and ride-on mowers)*

Make/model	Year of manufacture	VIN/chassis number	Tank size	Purpose/use

Commercial purposes *(not vehicles, eg chainsaws, water blasters and push mowers)*

Description	Tank size	Quantity	Purpose/use

Vehicles subject to RUC *(eg motorhome over 3500kg)*

Make/model	Licence plate number	Approximate fuel efficiency <i>(eg km to litre)</i>

Commercial vessels *(must hold NZ Maritime Certification)*

Name of vessel	Maritime certification number	Tank size	Purpose/use

I have attached a copy of my NZ Maritime Certification

Bank account details

Please provide a bank deposit slip confirming the details supplied.

Bank account number for refund to be direct credited to

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Name of bank account

Checklist

Before submitting your application you have supplied the required documentation where applicable. We cannot process your registration or any refunds unless you provide the correct applicable documentation:

- Proof of commercial intent (eg certificate of incorporation, IRD document)
- An official bank document verifying your bank account name and number
- An email address for direct credit remittance advice
- Completed all sections in 'Customer details'
- Have described your commercial activity type
- Completed all sections related to fuel purchasing and recording
- Provided details of all the assets you are claiming a refund for
- Provided supporting documentation for your assets as outlined in 'Vehicles and equipment' (eg NZ Maritime Certificate, Certificate of Registration of Amusement Device)
- Signed the declaration

Appoint an agent

Complete this section only if you authorise another person or company to complete your claim on your behalf.

I give authority to to act as my agent from
(must be a legal entity) (date)

for all purposes associated with the preparation of future fuel excise claims. Where an agent acts on your behalf, payment of the refund of fuel excise duty to an agent extinguishes the entitlement for that refund. Waka Kotahi, acting as delegate of the Chief Executive of the Ministry of Transport, will not be a party to any dispute between you and your agent.

Appointment of an agent does not remove you from the refund process and Waka Kotahi reserves the right to contact you at any time for corroboration of applications filed.

This authority remains in place until Waka Kotahi is advised otherwise. In the event that you cancel the relationship you have with your agent, you will notify both your agent and Waka Kotahi in writing.

Declaration

WARNING

ANY PERSON MAKING A CLAIM OR FURNISHING ANY INFORMATION KNOWN TO BE FALSE IN ANY MATERIAL PARTICULAR IS LIABLE FOR PROSECUTION.

Authorised signature Phone

Print name Date

This person must be directly related to the legal entity and have authority to make financial decisions about it. If we are unable to verify this authority, you will be contacted for further information or be asked to resubmit your registration.

Send the completed application form to fedreg@nzta.govt.nz