 **MFA 607**

**APPLICATION FOR THE REFUND OF MOTOR SPIRITS EXCISE TAX**

**UNDER DIPLOMATIC PRIVILEGE**

**INSTRUCTIONS OVER THE PAGE**

 **PURCHASER’S DECLARATION:**

 I, the undersigned, certify that the motor spirits listed below were obtained solely for my personal

 use or official use and were not sold or disposed of.

 Purchaser’s Name .....................................................................

 Diplomatic Designation ………………………………. Signature: ................................................

 Motor vehicle registration details: ............................................................................................

 *(More than one vehicle may be listed provided they are owned by the same family)*

 Bank Account Details for Refunds: ………………………………………………………………………

 *(This is required for each application).*

 **DATE DETAILS/OCTANE NO. OF LITRES**

*1. ....../......./......... .......................................................................... ............................*

*2. ....../......./.......... ........................................................................... ............................*

*3. ….../......./.......... .......................................................................... ............................*

*4. …../......./. ....... .......................................................................... ............................*

*5. ….../......./.......... ......................................................................... ............................*

*6. ….../......./.......... ......................................................................... ............................*

*7. ….../......./.......... ......................................................................... ............................*

*8. ….../......./.......... ......................................................................... ............................*

*(If more than 8 receipts please continue on additional page. Please see Instruction No. 4 overpage)*

 **CERTIFYING OFFICER:**

 Name: .................................................... Signature: .........................................................

 *(Note: Only authorised Certifying Officers who have filled in Form MFA 608 may approve refunds)*

 Date**:** ........../........../................ Mission/Post Seal: ............................................

**INSTRUCTIONS**

1. A separate form must be completed by each Diplomatic or Consular Officer or Mission/Post seeking a refund from the New Zealand Customs Service.
2. For each purchase listed, refund requests must be supported by the supplier’s original account or receipt showing the vehicle details, date, quantity and type of fuel purchased.
**Please note Diesel does not currently qualify for an excise refund.**
3. The form **must** be certified by the authorised Certifying Officer and have the Mission/Post seal stamped on the form.
4. If details of refunds extend beyond the space provided on this form an additional form should be completed and signed by the purchaser and the Mission/Post Certifying Officer.
5. The ORIGINAL forms with ORIGINAL receipts can now be **scanned** to the New Zealand Customs Service – Diplomatic.refunds@customs.govt.nz

Applications for refunds are processed in date order of receipt with **all** the correct information.

1. The New Zealand Customs Service only makes payments via direct credit to a **New Zealand bank account**. Please provide one email address so that a copy of the remittance advice can be sent to the Diplomatic or Consular Officer.
2. Please ensure that your **first** refund request includes your name and details of your bank account and **one** of the following:
* *A copy of the deposit slip for the relevant bank account;*
* *a letter from your bank confirming the bank account number;*
* *a copy of your statement;*
* *a screenshot of your banking application showing your account number and name; or*
* *any other bank form showing the relevant name and bank account number and stamped by the bank will also be acceptable.*

Please include the name and bank account number on each application for Motor Spirits Excise refund. New Zealand Customs Service will input your bank account details into their payment system.

1. Completed forms should be emailed directly to:

Email Address/Contact: Diplomatic.refunds@customs.govt.nz