



INFORMATION PACK FOR EXPORT TO FIJI SEA FREIGHT SERVICES DESCRIPTION: HOUSEHOLD GOODS & PERSONAL EFFECTS

Household goods and personal effects come in different shapes and sizes, please contact us for any clarification on item measurements and costings.

Business Hours:

- Monday – Friday from 8:30am to 5pm
- Saturday – Open (except for NZ who is closed every Fri evening until Sat evening)
- Sunday – Open (Time of operation will depend on agent on site)

Convenient drop-off time available-make sure that you first

Our Role

Connecting you to your “Matavuvale”.

Packaging Detail

- Please ensure that your bag is not over packed – preferred weight approx. 20 to 35kg



SOUTHPAC FREIGHT & LOGISTICS SERVICES

PACKING LIST

REFERENCE NO:

| | |
|---------------------------------------|---------------------------------|
| * <u>Sender Name:</u> | * <u>Receivers Name:</u> |
| * <u>Email Address:</u> | * <u>TIN NO:</u> |
| <u>Address:</u> | * <u>Address:</u> |
| * <u>Contact Phone:</u> | * <u>Contact Phone:</u> |
| Circle one: PICK UP / DELIVERY | <u>Destination:</u> |

| No of Items | Description | M ³ | Weight |
|-------------|-------------|----------------|--------|
| | | | |

ITEM / PACKING DECLARATION

| ITEM | DESCRIPTION | VALUE |
|------|-------------|-------|
| | | |

TICK ONE: RECEIVER TO:

- ☐ PICK UP FROM SUVA WAREHOUSE
- ☐ DELIVER TO HOME ADDRESS

We will need a list of the contents of your consignment. This is important for customs clearance and for us to check that there are no restricted items in your consignment.

We will need to know the type of items in your consignment, not the number of each item. So, we need to know 'used clothes' not the number of items.

For mobile phones & fridge will need clearance in Fiji before your items can be released.



Mobile phones clearance can be done at the Ministry of Communication.
For mobile phone clearance form, click on the link & apply: www.taf.org.fj
Form - [Telecommunications Authority of Fiji - Application Form \(taf.org.fj\)](http://www.taf.org.fj)



****Fridge should be 10 years or younger.**

Fridge clearance can be done at the Ministry of Environment.
Click on the link & follow information to apply: [Home \(energy.gov.fj\)](http://Home.energy.gov.fj)
Form- [Meps application form \(energy.gov.fj\)](http://Home.energy.gov.fj)



**FIJI REVENUE AND
CUSTOMS SERVICE**

CUSTOMS DECLARATION

The information collected on this form is mandated by the Customs Act for ease of reference on the pre-clearance process due to the covid- 19 restrictions and the safety of our officers and the general public, and also to safeguard all interests of the stakeholders involved and will be used to document goods, currency and monetary instruments imported into Fiji and verified by Fiji Revenue and Customs Service (FRCS) based in all Cargo Stations, any goods un cleared will be disposed of by FRCS according to the Customs Act. The personal information on this form is protected in accordance with the confidentiality and other laws. The information may be disclosed to internal or external bodies as a consistent use. Information may also be used for the purpose of enforcement and disclosed to other government departments and internal FRCS programs as a secondary use.

SENDER'S DETAILS

Sender's Name

Sender's Address & Postcode

CONSIGNEE DETAILS

Consignee's TIN

State your TIN/Entry TIN. TIN should consist of either 9 or 10 digits

Content Type

☐

Gift

☐

Commercial Sample

☐

Sale of Goods

☐

Documents

☐

Return Goods

☐

Other (Please Specify)

| Content Description | Quantity | Weight (kg) | Value (\$) |
|---------------------|----------|-------------|------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

DECLARATION

I, the undersigned whose name and address are given on the items, certify that the particulars given in this declaration are correct.

Signature:

Lodgement Date:

IT IS A SERIOUS OFFENCE TO GIVE FALSE INFORMATION TO THE CHIEF EXECUTIVE OFFICER



Consignment markings

- Southpac Freight will issue you with a consignment reference number for your shipment
- All consignments to be below the value of \$2,000. If you declare above this value, please be informed that Custom charges will apply.

Restricted items

Please click on the link below and carefully read the Bio security rules and Customs regulations:

**<https://www.baf.com.fj/biosecurity-procedures-for-sea-containers/>
please do comply with it so it does not affect the clearing of your items in Fiji.**

Animals and Animal Products

Personal Consumption – Animal Products

The Biosecurity Authority of Fiji (BAF) is allowing people to bring into Fiji certain animal products only from Australia and New Zealand for personal consumption purposes. The list below identifies two classes of animal products; one that can be brought into Fiji without import permit while the other requires an import permit.

Please note that to bring all products listed below you would need to have receipt(s) from the Supermarket/Butcher/other Retail Outlets the product (s) has been purchased from.








The imported animal products also must come from State or Federal Government registered slaughterhouse, processing plant, manufacturing factory. Animal products brought from unregistered premises will not be allowed into Fiji.

Also note that poultry product of Australian origin is presently not allowed entry into Fiji. For more information, please email info@baf.com.fj

ANIMAL PRODUCTS THAT DO NOT REQUIRE AN IMPORT PERMIT

Please note for the product listed below you are only allowed to bring less than 10kg per product into Fiji. To bring more than 10kg of any of these permissible products will require an Import permit from BAF.

*Honey imports are prohibited due to the threat of bacterial and parasitic diseases of bees, which are present in many honey exporting countries.

| | |  |  | Pacific Island Countries |  |  |  |  |  |
|----|---|---|---|--------------------------|---|--|---|---|---|
| 1 | Animal Textile Material–processed leather, skin, feathers | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 2 | Artificial Flavored Noodles | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 3 | Butter | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 4 | Cheese | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 5 | Chocolates | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 6 | Honey | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 7 | Pork Meat | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 8 | Chicken Meat, Chicken Canned Soup, Processed Chicken Meat Jerky | ✗ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 9 | Beef Meat, Beef Canned Soup, Processed Beef Meat Jerky | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 10 | Curd | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 11 | Curdled Cream | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 12 | Curdled Milk | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 13 | Dairy Spreads | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |

| | | | | | | | | | |
|----|--|---|---|---|---|---|---|---|---|
| 14 | Ghee | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 15 | Ham/Bacon | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 16 | Infant Baby Food- Bottled/Canned | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 17 | Infant Baby Milk- Condensed – Sealed Packet or Canned | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 18 | Infant Baby Powdered Milk – Cream – Sealed Packet or Canned | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 19 | Infant Baby Powdered Milk – Evaporated – Sealed Packet or Canned | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 20 | Infant Baby Powdered Milk – Sealed Packet or Canned | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 21 | Infant Baby Powdered Milk- Skim-Sealed Packet or Canned | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 22 | Kefir | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 23 | KFC Packs | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 24 | Liquid Buttermilk | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 25 | MacDonald's Packs | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 26 | Mayonnaise | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ | ✗ | ✗ |
| 27 | Natural Flavored Noodles | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |
| 28 | Pet Food | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ | ✗ | ✗ |



NO ALCOHOL or CIGARETTE ALLOWED

- This are all considered commercial items and you are liable to pay duty & VAT before clearance

NO HARZADOUS
NO FLAMMABLE
NO FIREARM

PRICING – Contact our available agents listed on our website.

Website: <http://addmoreinvestment.co.nz/>

#Subject to change due to shipping charges.

Items would be invoiced according to their volumes

COSTING:

There is a flat fee applied for each consigned packing list

TRANSPORTATION COST-

- APPLICABLE TO ALL THOSE WHO NEED PICK UP
- APPLICABLE TO THOSE CUSTOMERS WHO WON'T BE ABLE TO PICK UP FROM SUVA WAREHOUSE.



ITEM DISTRIBUTION PROCEDURE IN FIJI

- Once Boxes are collected and shipped, senders are to contact their designated receiver to provide TIN number to the agent in advance so it can make the collection process faster when the shipment arrives.
- Agent will contact the receivers to inform them that the shipment has arrived and will explain the collection process (Please be sure that the information that you have provided is current and correct for the receivers you have designated. Any amendment made is costly and costs will be reverted to you. This also further delays your consignment release.
- Once CUSTOMS FIJI have finished their checks; customs clearance process normally takes a few days, agent will contact the receiver to inform them that the shipment is ready for collections and receiver can negotiate or decide on pickup days or delivery.
- Shipment normally takes a week and up to two weeks for any unexpected weather or port delays.
- Please feel free to contact us if you have any further questions



SOUTHPAC FREIGHT & LOGISTICS SERVICES

KACAU FREIGHT SERVICES (PTE) LIMITED **SOLVED (FIJI) PTE LIMITED**

DOOR TO DOOR DELIVERY OFFICIAL QUOTE **SUBJECT TO CHANGE DUE TO DELIVERY DESTINATION

NOTE: A Minimum charge Of \$10.00 applies for parcels sent from any place in Viti Levu for Labasa & Savusavu (Vanua Levu)

Thereafter per kg is applied as indicated in the rates mentioned below.

Labasa

Nadi to Labasa - \$1.30 per kg

Lautoka to Labasa - \$1.50 per kg

Suva to Labasa - \$1.00 per kg

Savusavu/Taveuni

Nadi to Savusavu - \$1.30 per kg

Lautoka – Savusavu - \$1.50 per kg

Suva to Savusavu - \$1.00 per kg

VitiLevu

Flat rate \$0.55 cents per kg

(To review 3 monthly)



CONTACT:

Email: kcaufr8.fj@gmail.com

Tel: 8483559/7876941

TELECOMMUNICATIONS AUTHORITY OF FIJI

Level 1, 76 Gordon Street, Suva. G.P.O Box 13413, Suva, Fiji Island
Phone: (679) 3310105 Fax: (679) 3310110 www.taf.org.fj email: contact@taf.org.fj

Application Form for Import Permit

TAF 2000

| No | Information | Further description | Information concerning Applicant |
|----|---|--|----------------------------------|
| 1 | Name of Consignee/Applicant | Please provide personal details. Title (Mr/Mrs/Ms/Miss): Given Name: Last Name: | |
| 2 | Contact Details: | Telephone / Mobile No: Fax No: Email Address: | |
| 3 | Registered Address | Please provide individual or company name and location. | |
| 4 | Business Registration Number | If applicable | |
| 5 | Description of item(s) | Please provide details of imported item(s). Mobile phones, Radio communication devices etc. | |
| 6 | Particulars of imported items (The following details are required for import permit process) | Brand & Quantity of items Model Number Serial Number of IMEI number (for GSM mobile phones) Quantity of respective models | |
| 7 | Payment of application fee | Details of receipt and amount | |
| 8 | Signed with signatory's name and position | Enter details | |
| 9 | Date of Application | Enter date | |

Note that a fee of \$10.90 for each model number payable by cash to: Telecommunication Authority of Fiji, 76 Gordon Street, Suva;

Or by TMO from All Post Office outlets to: **GOVERNMENT BUILDING POST OFFICE ONLY.**

After sending the money please fax the TMO receipt and the filled Application form to fax number +679 3310110 or email the scanned TMO copy to tafengineering@taf.org.fj

We also accept online Bank Transfers on below given details:

(ACCOUNT NAME: CONSOLIDATED FUND ACCOUNT – TAF, ACCOUNT NUMBER: 7709554, BANK NAME: BANK SOUTH PACIFIC, SWIFT CODE: BOSPFJFJ, BSB NUMBER: 069-001, Narration: Customer Name)

A copy of remittance to be emailed to contact@taf.org.fj

This needs to be filled by the customer and emailed directly to Fiji for pre clearance of phones.

Note that a fee of \$10.90 for each model number payable by cash to: Telecommunication Authority of Fiji, 76 Gordon Street, Suva; Or by TMO from All Post Office outlets to: GOVERNMENT BUILDING POST OFFICE ONLY. After sending the money, please fax the TMO receipt and the filled Application form to fax number +679 3310110 or email the scanned TMO copy to tafengineering@taf.org.fj We also accept online Bank Transfers on below given details: (ACCOUNT NAME: CONSOLIDATED FUND ACCOUNT – TAF, ACCOUNT NUMBER: 7709554, BANK NAME: BANK SOUTH PACIFIC, SWIFT CODE: BOSPFJFJ, BSB NUMBER: 069-001, Narration: Customer Name) A copy of remittance to be emailed to

Customers' needs to fill and email this form to: iliesa.sigavou@moit.gov.fj at the Department of Energy, Suva, Fiji.



DEPARTMENT OF ENERGY

LEVEL 1 NASILIVATA HSE, 87 RATU MARA RD, SAMABULA
PRIVATE MAILBAG SUVA

PH: 3384111
FAX: 3383198

MEPSL-APPLICATION FOR IMPORTATION

SECTION A - PERSONAL INFORMATION

Mr./Mrs./Ms. _____
First Name _____ Other Name _____ Last Names _____

Home Address: _____

Postal Address: _____

Email: _____

Phone (H): _____ Mobile: _____

Citizenship: _____

SECTION B - APPLIANCE DETAILS

I would like to have the following appliance(s): ☐ Imported ☐ Released from customs

| Appliance | Brand of Appliance | Model Number | Quantity | Country of Import |
|-----------|--------------------|--------------|----------|-------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Purpose of import: ☐ Household Use ☐ Retail ☐ Commercial Use

☐ Other (please specify) _____

SECTION C - SHIPPING DETAILS

Name of shipping agent in Fiji: _____

Shipping agent address: _____

Shipping agent phone contacts: _____

Port of loading: _____

Port of discharge: _____

Date of consignment arrival: _____

SECTION D - CONDITIONS

- All applications will require ten (10) working days to be processed upon the date it is received by Department of Energy
- Approval for importation or release shall only be granted if the appliance(s) is in accordance with Australia/New Zealand standards on performance of refrigerators i.e. AS/NZ 4474.1.2007 and AS/NZS 4474.2.2009
- Department of Energy may ask for further information on goods identified and suspected to be substandard
- All Sections are to be filled clearly, incomplete forms will not be processed

SECTION E - DECLARATION

I declare that all information given are correct and complete to the best of my knowledge and accept the conditions set herein. I understand that false or misleading information may result in the cancellation of my application.

Signature _____ Date _____

FOR OFFICIAL USE ONLY

Received by _____ Date _____ Approved/Disapproved _____

Comments: _____

SOUTHPAC FREIGHT & LOGISTICS NZ LIMITED

8 Ribot Place, Randwick Park, Auckland 2105, New Zealand



AUTHORIZATION FORM FOR DOOR-TO-DOOR DELIVERY

I, _____ of _____

with reference no: _____ give permission to Kacau

Freights Services to deliver my cargoes to

_____.

I trusted Kacau Freight to deliver my cargoes on my behalf.

Name: _____

Sign: _____

Date: _____