

Correct as at 27th January 2026. It may be superseded at any time.

Extract taken from: Border inspection of imported used vehicles > Introduction

Introduction

1 Purpose and Scope

The NZ Transport Agency Waka Kotahi (NZTA) has prepared this manual to assist vehicle inspectors and inspecting organisations in achieving correct and consistent standards for the border inspection of imported used vehicles entering New Zealand.

[NZ Transport Agency Waka Kotahi](#)

The purpose of the manual is to explain the conditions of appointment and the requirements for the border inspection of imported used vehicles that are entering New Zealand.

This manual applies to the border inspection of imported used vehicles. The types of vehicles that need to be inspected are listed in section 3.2.

[Border inspection process, section 3.2](#)

Amendments to this manual will be issued from time to time as inspection requirements change and improvements are made. Details of amendments are available from the Amendments tab on the horizontal menu. Suggestions for improvement should be made using the feedback button found on every page.

[Amendments](#)

2 Contacts

The following are contact details for the NZ Transport Agency:

General border and entry queries

borderandentry@nzta.govt.nz

NZTA Border Inspections (BIS Data Entry)

Private Bag 11777

Palmerston North 4442

Tel: 0800 804 580 (option 4)

From outside New Zealand: +64 6 953 6200

Email: info@nzta.govt.nz

3 The border inspection process

- [3.1 General duties and responsibilities](#)
- [3.2 Establishing whether a vehicle is required to have a border inspection](#)
- [3.3 Vehicle inspection](#)
- [3.4 Establishing whether a vehicle with damage needs to be flagged](#)
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- [3.9 Collecting fees](#)

In order to inspect a vehicle at the border the vehicle inspector and inspecting organisation must take the following steps:

1. Know the vehicle inspector's and inspecting organisation's responsibilities. Part 3.1 of this section lists the legal responsibilities. The vehicle inspector and inspecting organisation must read and understand them.
2. Establish whether the vehicle requires a border inspection. Part 3.2 of this section explains how to determine if a vehicle requires a border inspection.
3. Establish whether the vehicle with damage needs to be flagged. Part 3.4 of this section explains how to determine if a vehicle needs to be flagged with damage.
4. Complete the required inspection documentation. Part 3.5 of this section explains the requirements for handling of photographs and completing check sheets.
5. Record the inspection outcome. Part 3.6 of this section explains how to notify the Transport Agency of the information collected at the Border Inspection.
6. Collect fees. Part 3.9 of this section lists the requirements for the inspecting organisation when charging and collecting fees.

3.1 General duties and responsibilities

Applicable legislation: [Land Transport Rule: Vehicle Standards Compliance 2002](#) (Rule 35001/1) ('the Rule')

3.1.1 Vehicle inspectors and inspecting organisations (definitions in the Rule)

Vehicle inspector means an individual appointed by the Transport Agency under section 2.2(1) of the Rule to carry out inspection activities in accordance with requirements and conditions imposed by the Transport Agency.

Inspecting organisation means a person or organisation appointed by the Transport Agency under section 2.2(1) of the Rule who is responsible for inspection outcomes.

In this manual, a vehicle inspector or inspecting organisation is appointed for the purpose of border inspection of imported used vehicles, unless stated otherwise.

To avoid doubt, any reference to a certifier in any legislation, notice of appointment, or any other relevant document is a reference to a vehicle inspector or inspecting organisation (as applicable) appointed by the Transport Agency under the Rule.

3.1.2 Document retention (section 2.3(4) of the Rule)

A vehicle inspector or inspecting organisation must:

a) keep, for at least five years, the original of any documents that have been collected in the inspection process

3.1.3 Advise incorrect inspection and/or vehicle defects (section 2.3(4) of the Rule)

A vehicle inspector or inspecting organisation must:

a) advise the Transport Agency as soon as practicable if there is a reason to believe that the inspection of a vehicle has been carried out incorrectly

3.1.4 Delegation (section 2.4(1) of the Rule)

A vehicle inspector or inspecting organisation may not delegate any function or power to carry out inspection activities for which they were appointed, except under conditions specified by the Transport Agency in writing.

The only tasks that may be delegated to non-approved staff are administrative processes such as recording vehicle attributes or removing and replacing components to enable the inspection process to be carried out.

3.2 Establishing whether a vehicle is required to have a border inspection

The inspection organisation will ensure that all used vehicles imported into New Zealand for the purpose of registration are inspected at the border before they are released to the owner/importer. The only exceptions are:

- a) New vehicles
- b) Vehicles imported by a person who is approved by the Transport Agency in accordance with the relevant Regulation, or Rule as a certifier for vehicles of that make
- c) Overseas visitors' vehicles (imported temporarily with overseas registration)
- d) Vehicles returning to New Zealand that have current New Zealand registration
- e) Vehicles that the owner declares are not going to be registered in New Zealand
- f) Vehicles that are described in section 6.1 of the Land Transport Rule: Vehicle Standards Compliance 2002, that is:
 - vehicles of class AB, TA or TB
 - armoured vehicles used exclusively as equipment of the New Zealand Defence Force
 - traction engines
 - mechanically propelled rollers
 - tractors (other than agricultural tractors) and machines, including trailers, for use solely in non-agricultural land management or roading operations, whether for traction or otherwise
 - agricultural motor vehicles
 - vehicles registered for use on a road in a country other than New Zealand that are not going to be in New Zealand for a continuous period of more than 18 months

(see [VIRM: Entry certification Technical bulletin 5 – Inspection requirements for temporary vehicle imports](#))

- vehicles listed below:
 - a) pedestrian-controlled goods service vehicles
 - b) vehicles propelled and supported solely by self-laying tracks
 - c) vehicles used on roads only in road construction zones in accordance with notices declaring those zones
 - d) vehicles that are used on a road only when crossing or proceeding along a section of the road where the vehicles have been authorised to operate by an authorisation of a road-controlling authority that requires:

- i. a written agreement by the vehicle's operator or the person for whom the vehicle is being operated, to construct, reconstruct, maintain, or restore to the satisfaction of the road-controlling authority all or part of the road used by the vehicle, and
 - ii. the erection and maintenance of warning devices, signs or control devices as required by the road-controlling authority and the director, and
 - iii. where the use of the road does not consist solely of the direct crossing of the road, the prior approval of the NZ Transport Agency
- e) all-terrain vehicles that are used on a public highway
- f) motor vehicles exclusively designed and used on a road for driving, carrying or propelling any of the following, which must be permanently attached to the vehicle:
 - i. aerodrome runway sweepers
 - ii. electrical substations
 - iii. filters for transformer oil
 - iv. log haulers that are stationary when hauling logs
 - v. aero engine test benches
- g) tractors owned by a local authority and used exclusively for the construction, maintenance or mowing of stopbanks and the banks of rivers, streams, drains, canals or other watercourses
- h) mobile or movable huts, galleys or similar motor vehicles that are used on a road solely in connection with the construction or maintenance of roads
- i) tractors used exclusively for shunting railway rolling stock
- j) traction engines
- k) forklifts
- l) aerodrome crash fire tenders that are used on a road only in emergencies
- m) trailers while being drawn by a motor vehicle specified in (n) to (s) of this schedule
- n) motor vehicles, used exclusively in connection with the embarking and disembarking of ships' passengers or for loading and unloading ships' mail, cargo, and passengers' baggage, and used on a public highway only when proceeding unladen from one wharf to another wharf or from its usual place of storage to a wharf and returning to that place of storage
- o) motor vehicles designed exclusively or principally as part of the armament of the New Zealand Defence Force
- p) cable jinkers
- q) front-end loaders
- r) log skidders
- s) tractor cranes
- t) rough-terrain cranes
- u) mobile crushing and screening plane machines, which are mounted on trailers
- v) motor graders

- w) motor scrapers
- x) trailer scrapers
- y) plant for servicing oil-filled cables
- z) post debarkers
- aa) saw bench apparatus
- bb) forestry chippers
- cc) tree feller bunchers
- dd) trench diggers and excavators
- ee) vehicles that are always used unladen on the road and that are designed exclusively for carrying earth or other bulk materials
- ff) mobile concrete mixers that are mounted on tractors
- gg) a vehicle that is similar in design, construction or purpose to a vehicle listed above that cannot be categorised by vehicle class.

3.3 Vehicle inspection

3.3.1 Inspecting a vehicle at the border (section 4.2 of the Rule)

The inspection of a vehicle at the border must be carried out in accordance with requirements and conditions imposed by the Transport Agency.

The vehicle inspection must be completed before a vehicle can be released from a customs-controlled area to the vehicle owner/importer. If the border inspection organisation wishes to use an alternative inspection procedure, they must contact the Transport Agency for prior approval.

From **21 May 2018** the vehicle inspection must include a check to see if the vehicle is on one of the lists of vehicles that must be damage flagged with notes recorded stating 'Open Airbag Recall'.

See [Technical bulletin 1: Takata airbag recall](#) for how to do this.

3.3.2 Information to be recorded at the border inspection (section 4.3 of the Rule)

A vehicle inspector or inspecting organisation must record and provide to the Transport Agency, or to other persons specified by the Transport Agency, the following information about a vehicle inspected.

- a) its make, model, and vehicle identification number or chassis number
- b) the name and address of its importer
- c) its odometer reading
- d) any obvious defects or damage identified in the inspection
- e) left-hand drive
- f) border inspection date
- g) ship name
- h) country of export and port of arrival

i) inspection site and inspector ID.

Note 1

When recording the VIN/'other VIN' No. take the number from the manufacturer's stamp (into bodywork/chassis of the vehicle) or the manufacturer's ID plate.

Note 2

If it is not possible to record an odometer reading, write zeros in the odometer field on the check sheet.

Note 3

When checking the condition of the vehicle the following items shall be inspected but not necessarily in the order shown:

- Engine compartment
- Right side
- Luggage cargo compartment
- Left side
- Under body or chassis frame
- Passenger compartment.

Note 4

The vehicle inspector or inspecting organisation may refuse to inspect a vehicle because the vehicle is presented in such a condition that inspection is unreasonably difficult or cannot be completed (eg components covered in dirt, components missing etc), or

Note 5

Where the vehicle inspector requires further information in order to carry out an inspection, the inspector must reject the vehicle until the information has been obtained.

Note 6

The inspector ID is the person's initials, followed by a sequential number which identifies the inspector.

Note 7

Used vehicles (imported from Japan) that have had the vehicle identifier partially or totally removed cannot be border inspected for the NZTA unless the vehicle has been re-identified by the Japanese Ministry of Land, Infrastructure and Transport (MLIT) and issued with an authentic Export Certificate that list the new identifiers.

3.4 Establishing whether a vehicle with damage needs to be flagged

To establish whether a vehicle with damage needs to be flagged:

Refer to [Reference material 1](#) for guidelines for the detection of reportable damage on imported used vehicles.

3.5 Checksheets, photographs and affixing inspection sticker

All inspections shall be recorded on an electronic or paper-based checksheet that has the prescribed information and signed by the inspector.

See [Reference material 7a](#) or [Reference material 7b](#)

All locations where the inspector observes indications of structural damage or deterioration shall be recorded and photographed. In most cases two photographs (usually a wide shot showing the whole front, rear, or side of vehicle and under-body shot) of the damaged/deteriorated area and a close up shot is required. One photo is OK if the damaged/deteriorated area can be clearly identified and the extent of the damage is obvious. The inspector can use their discretion to determine how many photos are required. The maximum number of photographs required for any vehicle would be four.

If requested, a copy of the checksheet must be supplied to the vehicle owner.

At the completion of the inspection, affix an 'Border Inspected' sticker to the wiper arm on the driver's side of the vehicle.

3.6 Notification to the Transport Agency of the information collected at the border inspection

3.6.1 When the inspection has been completed the inspection organisation will notify the NZTA's database.

See [Reference material 2](#) for the data transfer process.

3.6.2 On a vehicle where any damage or deterioration has been detected, the inspector will be required to attach a label (NZTA notice to the Importer).

See [Reference material 3](#) for a sample of the label. The label must be placed on the inside of the windscreen in the bottom right hand corner (when sighted from the driver's seating position).

3.7 Vehicles presented for a border inspection after being released from customs

If a vehicle is presented for a border inspection after it has been released from customs there are additional requirements. Refer [Reference material 9](#) for the additional inspection requirements.

3.8 Disputes

If an importer disputes the decision to report or flag damage they may present the vehicle to an approved Transport Agency entry inspector or repair certifier for re-consideration.

If an importer or owner dispute arises: report the incident to Transport Agency immediately.

3.9 Collecting fees

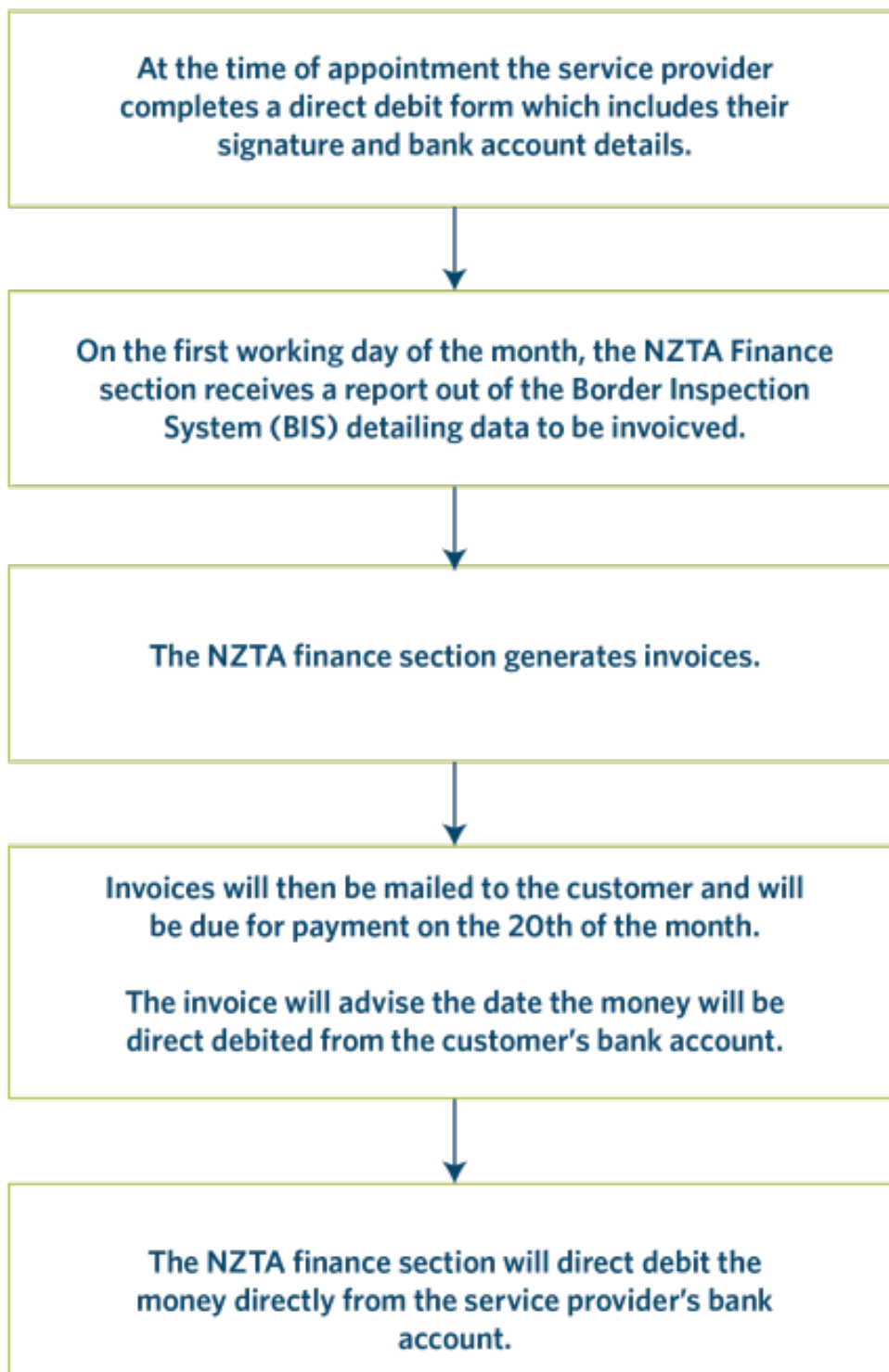
NZTA has a set regulatory fee for the border inspection process. The inspecting organisation will collect the \$9.35 (incl. GST) fee as part of their invoice to the customer for the full inspection service.

[Land Transport \(Regulatory Fees\) Regulations 2023](#)

For inspections carried out offshore, the border inspection fee will not include GST and will be \$8.13 per vehicle.

The inspection organisation will be solely responsible for ensuring that the customer is charged the correct Transport Agency border inspection fee and that the fee is paid to the NZTA as specified in the flowchart below:

Border check inspection: Invoicing procedure



Note: Accounts receivable are responsible for opening new customer accounts, invoicing and direct debiting. Customers requiring assistance can phone +64 4 890 4761 to speak a Finance Officer.

Complaints

Encourage customers to direct any complaints to the inspecting organisation in the first instance.

To ensure that all written complaints are investigated, the inspecting organisation must maintain an effective complaints management process and provide the following:

- a) a clear and concise statement that recognises the positive value of complaints
- b) clear and concise instructions to all customers on how to register a complaint. This can be accomplished in several ways, for example:
 - a clear notice visibly displayed on the workplace wall
 - a clear statement on any receipt or invoice issued
 - a clear statement on the inspecting organisation's checksheet
- c) a straightforward explanation of the expected standards for resolution and the customer's right to appeal to the NZTA if they are dissatisfied with the proposed resolution
- d) documentation of complaint investigations, prepared in accordance with the Border inspection organisation's (BIOs) manual so that details of the investigation can be readily checked
- e) acknowledgment in writing of all written complaints within three working days, with the investigation completed and a resolution proposed to the complainant within 20 working days, of the complaint being made
- f) a record of all complaints, both verbal and written, recorded in accordance with the BIOs manual
- g) directions, for any customer who wishes to make a complaint or appeal a decision made by an inspecting organisation, to use the NZTA free phone 0800 699 000.

Inspection premises and equipment

5.1 The inspector must carry out the border inspection in an inspection area that:

- a) enables a safe and thorough inspection
- b) is situated within a structure that has a roof and sides, and:
 - i. is of sufficient dimensions to enable the efficient and thorough inspection of any vehicle
 - ii. is on ground that is constructed of a material that will remain firm in all weather conditions
 - iii. is on ground that is even and level (the ground will be considered level when it can be demonstrated that a vehicle will remain stationary with all brakes released)
 - iv. is sufficiently clear of structural and equipment intrusions (other than those necessary for the inspection process) to enable the efficient and thorough inspection of any vehicle.
 - v. is provided with sufficient lighting to enable good visibility of the vehicle being inspected and the equipment used in the inspection process.

Note 1

The upper body and internal inspection can be carried out in an open area if the weather condition and natural light is good. When the weather is bad (rain and snow) and the natural lighting is poor the upper body and internal inspections must be carried out in the inspection area detailed in section 5.1 (above).

5.2 The inspection area must provide the following equipment for the inspector to use as required:

- a) an inspection hoist, pit or ramp that enables the efficient and thorough close visual inspection of the complete vehicle underbody
- b) an industrial-quality, hand-held inspection lamp (500 lux minimum)
- c) a digital camera which is capable of taking photos that meet the following specifications:
 - 640 x 480 pixels in size
 - RGB, 24 bits per pixel
 - Minimum DPI of 72, maximum of 180.

5.3 Compliance with statutory requirements

It is the inspection organisation's responsibility to ensure that the premises and equipment comply with: occupational safety and health requirements and any other relevant acts, regulations and local bylaws.

5.4 Other requirements and considerations

The computer equipment, and document storage must be located and operated from a location where the public does not have access when staff are not present.

Inspection area lighting should conform to New Zealand standard code of practice for interior lighting design (NZS 6703:1984), or subsequent amendments. The code of practice establishes performance requirements for specific workplace lighting.

Appointments

Information on applying to be a border inspecting organisation (BIO) can be found in the Vehicle Inspection Portal Applications section.

[Information on becoming a BIO](#)

Definitions and abbreviations

NZTA	means the NZ Transport Agency
Make	in relation to a motor vehicle, means the name given for market identification to a group or groups of motor vehicles by a company or organisation which owns that name.
New motor vehicle	<p>In relation to a vehicle, means a vehicle that:</p> <ul style="list-style-type: none">a) has not been registered and operated in New Zealand or any other country, andb) has not been operated on a road in New Zealand or any other country as a demonstration or courtesy vehicle, andc) has not been used for training or testing purposes, andd) is not a scratch-built vehicle that contains components that were fitted to a vehicle operated on the road in New Zealand or any other country.
Structural damage	<p>Includes any of the following:</p> <ul style="list-style-type: none">• distortion or buckling of panels or pressings forming part of the unitary body construction, which causes misalignment from the original state.• corrosion of panels, pressings or welds in the unitary body structure which degrades the strength of the structure.• deformation in the crush zones; cracking in or adjacent to welds; misalignment of the suspension or damaged to the attachment points to the body structure.• cracking or deformation of cross members, sills or chassis rails.• misalignment, deformation, cracking or corrosion of a separate chassis frame.
Used motor vehicle	means a vehicle that is not a new vehicle.

Page amended **3 October 2023** (see [amendment details](#))

Technical bulletins

Latest News

16 December 2025

Inspection news issue 20 out now

The latest issue of Inspection news is now available to download. In this issue we have the usual WoF quiz and What The. . . ! , as well as:

VIC reminders about not sharing log ins and offline WoFs

applying online for WoF vehicle inspectors is now available

inspecting organisation reappointments

Cardan shaft park brakes

28 day WoF recheck start and end dates

and more! Inspection news 20

31 October 2025

Warrant of fitness vehicle inspector application form

From 4 November 2025, the warrant of fitness vehicle inspector application form, which is currently a PDF form, will be available as an online form.

29 October 2025

Consultation now open on considering changes to light vehicle inspections

We're consulting on making changes to light vehicle inspections - warrants of fitness (WoFs) and certificates of fitness (CoF A).

19 September 2025

Minor updates to land transport rules coming soon

The Land Transport Rule: Regulatory Systems Rule Amendment (RSRA) 2025 comes into effect on 3 November.

01 September 2025

Correction to definition of motorhomes eligible for 12-month CoFs

The definition for an eligible motorhome that we included in earlier messages stated it could not be registered to a commercial entity. That's incorrect - it can be registered to a commercial entity. It can't be used for hire or reward or be operated under a transport service licence (TSL).

25 August 2025

WoF and CoF frequency change

From 1 September 2025, Warrant of Fitness (WoF) checks on light vintage and veteran vehicles and Certificate of Fitness (CoF) checks on privately owned heavy motorhomes will change from every 6 months to every 12 months.

Takata alpha airbag recall

The compulsory Takata alpha airbag inflator recall order 2018 becomes effective from 31 May 2018. From the effective date Takata alpha airbag inflators become a prohibited import as well as being prohibited for sale in trade.

The purpose of this technical bulletin is to outline the process to identify vehicles subject to the mandatory Takata Alpha type airbag recall and how to deal with them.

The process outlined below are the steps BIOs can take to assure they act with due diligence, best endeavours, and based upon the best information available.

Border Inspection Organisations

The Border Inspection Organisations, specifically Automotive Technologies Limited, ATJ, JEVIC, Independent Verification Systems (IVS), and NZ Biosecurity Services, as per the requirements of the Boarder Inspection VIRM, will provide data to the Transport Agency regarding open safety recalls on vehicles they inspect subject to the prerequisites below.

All reasonable efforts outlined in this process will be made to assure they provide the most accurate information. All responsibility for importing any vehicle remains with the importer.

The process

From **21 May 2018**, Border Inspection Organisations must check if vehicles they inspect (that are fitted with airbags) are on the Takata airbag recall lists from the various source countries.

Recalled Takata Alpha airbag vehicles from Japan

In Japan, vehicles subject to this recall are listed under the Japanese Ministry of Land, Infrastructure, Transport and Tourism (MLIT) definition 'Vehicle of concern'. The Transport Agency is using this list to populate our website at

www.vehiclerecallsafety.nzta.govt.nz/takata/importers. This website is the Transport Agency definitive list of vehicles in Japan that require rectification due to the fitment of Takata Airbags that are under recall.

For vehicles from Japan a further search can be conducted on the MLIT web site at the following address to check whether the recall has been closed in Japan, if it has no action needs to be taken:

<https://www.jaspa.or.jp/portals/recallsearch/index>

Recalled Takata Alpha airbag vehicles from other countries

Vehicles from countries other than Japan will have to be checked against official sites in those countries that are covering the Takata recalls. These include, but are not limited to:

- USA

<https://www.nhtsa.gov/recalls>

- Australia

<https://www.productsafety.gov.au/recalls/compulsory-takata-airbag-recall/takata-airbag-recalls-list>

- UK

<https://www.dft.gov.uk/vosa/apps/recalls/default.asp>

- There may be appropriate lists in other jurisdictions.

It is important to understand that this is not a new requirement it is just enforcing the existing requirement that recalls are to be closed prior to a vehicle being imported into New Zealand.

If the vehicle is on one of the lists and conclusive evidence from the manufacturer or jurisdictional authority that the airbag recall has been completed **is not available**, the vehicles will be damage flagged with notes recorded stating 'Open Airbag Recall'.

Vehicle makes to check

Other than for left-hand drive vehicles, you only need to check vehicles from the following manufacturers (as listed on the www.vehiclerecallsafety.nzta.govt.nz/takata/takataalpha):

- BMW
- Daihatsu
- Honda
- Isuzu
- Lexus
- Mazda
- Mitsubishi
- Nissan
- Subaru
- Toyota.

Vehicles from other manufacturers will not have Takata Alpha type airbags fitted, or be Japanese vehicles of concern, so are not subject to the recall.

For left-hand drive vehicles it is up to the importer to supply conclusive evidence that there is no recall for the vehicle and/or that the airbag has been replaced.

Conclusive evidence

To meet the burden of proof of conclusive evidence, it must be shown that the vehicle is not on any current recall lists generated by the manufacturer. Alternatively, where available a current list maintained by a jurisdictional authority can be used.

Also note, Japanese Shaken issued after 1 May 2018 is de facto evidence from a jurisdictional authority. The rationale for this is that 1 May 2018 is the deadline for all 'vehicles of concern' to have their mandatory recall cleared. Any Shaken issued after this date will require this recall to be closed.

Recall completion certificate

A Japanese Ministry of Land, Infrastructure, Transport and Tourism (MLIT) process document like the image below can be used to provide evidence of a Shaken test (Japanese WoF). A vehicle can only pass a Shaken test if it has had its Takata Alpha airbags replaced.

If a copy of this document is presented in for the vehicle in question and with a dealers stamp on it, it can be accepted as evidence that the vehicle in question can pass a Shaken test and therefore has had its airbags replaced. It can be accepted as proof that a vehicle has been rectified at a dealership level but might not yet have come off their website.

様式（改善措置済証）（第2条第2項関係）

管理番号

改善措置済証			
下記の車両は、下記のリコール届出番号について、道路運送車両法（昭和26年法律第185号）第63条の3第1項の届出に係る改修を実施したことを証明する。			
1 リコール届出番号		2 車台番号	3 自動車登録番号/車両番号
4 改修作業 年月日	年 月 日	5 改修作業実施者	事業者名 住所、電話番号 <div style="text-align: right; border: 1px solid red; padding: 2px;">印</div>
6 発行者		事業者名 住所	
7 備考			

車検を受ける際に提出が必要となりますので、必ず車検証と一緒に保管してください。
万一ご不明の点がございましたら、ご遠慮なく上記改修作業実施者の連絡先へお問い合わせください。

Example of recall completion certificate (without dealer stamp).

Other safety recalls

As the Transport Agency (or other delegated entity) makes information on additional recalls available, this process can be expanded to include those recalls for which information is available.

Takata non-alpha airbag recall

Following the compulsory Takata alpha airbag inflator recall order 2018 which came into effect on 31 May 2018, the Transport Agency is taking action to prohibit vehicles with any outstanding Takata airbag recalls from entering the New Zealand fleet.

The purpose of this technical bulletin is to outline, for Border Inspectors, the process for flagging vehicles subject to a Takata non-alpha airbag recalls and how to deal with them.

The process outlined below are the steps BIOs can take to assure they act with due diligence, best endeavors, and based upon the best information available.

Border Inspection Organisations

The Border Inspection Organisations, specifically Automotive Technologies Limited, ATJ, JEVIC, Independent Verification Systems (IVS), and NZ Biosecurity Services, as per the requirements of the Boarder Inspection VIRM, will provide data to the Transport Agency regarding open safety recalls on vehicles they inspect subject to the prerequisites below.

All reasonable efforts outlined in this process will be made to assure they provide the most accurate information. All responsibility for importing any vehicle remains with the importer.

The process

From **1 November 2018**, Border Inspection Organisations are required to identify and report on vehicles they inspect (fitted with airbags) that are on the Takata airbag recall lists from the various source countries.

On finding a vehicle subject to recall for Takata airbag the vehicle is to be damage flagged with note added stating 'Open Airbag Recall'.

Recalled Takata airbag vehicles from Japan

In Japan, vehicles subject to recalls are listed on the Japanese Ministry of Land, Infrastructure, Transport and Tourism (MLIT) web site at the following address, Border Inspection Organisations are to check whether the recalls have been closed in Japan, if it has been closed no action needs to be taken:

<https://www.jaspa.or.jp/portals/recallsearch/index>

Recalled Takata airbag vehicles from other countries

Vehicles from countries other than Japan will have to be checked against official sites in those countries. These include, but are not limited to:

- USA

<https://www.nhtsa.gov/recalls>

- Australia

<https://www.productsafety.gov.au/recalls/compulsory-takata-airbag-recall/takata-airbag-recalls-list>

- UK

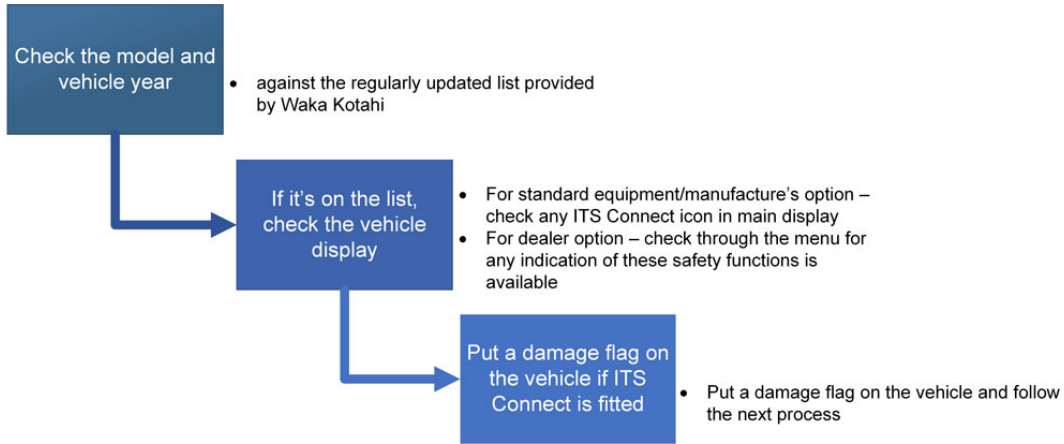
<https://www.dft.gov.uk/vosa/apps/recalls/default.asp>

- There may be appropriate lists in other jurisdictions.

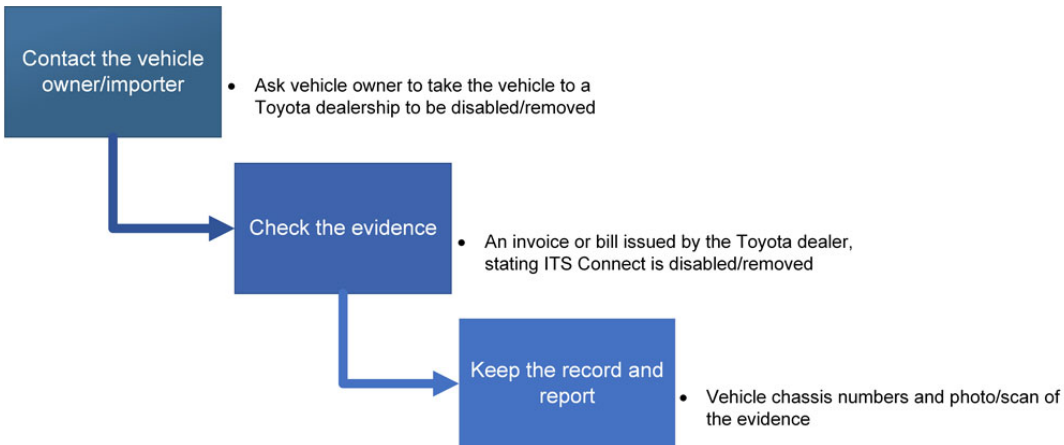
It is important to understand that this is not a new requirement it is just enforcing the existing requirement that recalls are to be closed prior to a vehicle being imported into New Zealand.

If the vehicle is on one of the lists and conclusive evidence from the manufacturer or jurisdictional authority that the airbag recall has been completed **is not available**, the vehicles will be damage flagged with notes recorded stating 'Open Airbag Recall'.

Vehicles coming to New Zealand from Japan



Process for ITS Connect fitted vehicle



Vehicles that must be inspected for ITS Connect

Make	Model	Year	Model code
Lexus	ES300h	10/2018+	6AA-AXZH10
		08/2020+	6AA-AXZH11
Lexus	LBX	11/2023+	6AA-MAYH10 6AA-MAYH15
		08/2024+	4BA-GAYA16
Lexus	LC500	06/2023+	5BA-URZ100
	LC500 convertible	06/2023+	5BA-URZ100
	LC500h	06/2023+	6AA-GWZ100
Lexus	LM500h	12/2023+	5AA-TAWH15W
Lexus	LS500	10/2017+	DBA-VXFA50 DBA-VXFA55
		11/2020+	3BA-VXFA50 3BA-VXFA55
	LS500h	10/2017+	DAA-GVF50 DAA-GVF55
		10/2019+	6AA-GVF50 6AA-GVF55
Lexus	LX600	01/2022+	3BA-VJA301W
Lexus	NX300	08/2018+	DBA-AGZ10 DBA-AGZ15
		07/2020+	3BA-AGZ10 3BA-AGZ15

Make	Model	Year	Model code
NX250	10/2021+	5BA- AAZA20 5BA- AAZA25	
NX350	10/2021+	5BA- TAZA25	
NX300h	08/2018+	DAA- AYZ10 DAA- AYZ15 6AA- AYZ10 6AA- AYZ15	
NX350h	10/2021+	6AA- AAZH20 6AA- AAZH25	
NX450h	10/2021+	6LA- AAZH26	
Lexus	RX200t/RX300	10/2015+	DBA-AGL20W DBA-AGL25W
	RX300	07/2020+	3BA-AGL20W 3BA-AGL25W
	RX350	11/2022+	5BA-TALA10 5BA-TALA15
	RX450h	10/2015+	DAA-GYL20W DAA-GYL25W

Make	Model	Year	Model code
07/2020-	6AA-GYL20W 6AA-GYL25W		
RX450h	12/2017+	DAA-GYL26W	
	07/2020+	6AA-GYL26W	
RX500h	11/2022+	5AA-TALH17	
RX350h	07/2023+	6AA-AALH10	
		6AA-AALH15	
RX450h-	11/2022+	6LA-AALH16	
Lexus	RZ300e	11/2023+	ZAA-XEBM10
	RZ450e	03/2023+	ZAA-XEBM15
Lexus	UX200	11/2018+	6BA-MZAA10
	UX250h	11/2018+	6AA-MZAH10
			6AA-MZAH15
	UX300e	10/2020+	ZAA-KMA10
UX300h	01/2024+	6AA-MZAH11	
		6AA-MZAH16	
Toyota	Alphard	01/2018+	DBA-AGH30W
			DBA-AGH35W
			DBA-GGH30W
			DBA-GGH35W

Make	Model	Year	Model code
01/2020-	3BA-AGH30W		
	3BA-AGH35W		
	3BA-GGH30W		
	3BA-GGH35W		
06/2023-	3BA-AGH40W		
	3BA-AGH45W		
Alphard Hybrid	01/2018+	DAA-AYH30W	
	01/2020+	6AA-AYH30W	
	06/2023+	6AA-AAHH40W	
6AA-AAHH45W			
Toyota	Camry	08/2018+	DAA-AXVH70*
		08/2020+	6AA-AXVH70*
		10/2019+	6AA-AXVH75*
Toyota	Century	09/2023+	6LA-GRG75
Toyota	C-HR	05/2018+	DBA-NGX10*
			DBA-NGX50*
			3BA-NGX10*
			3BA-NGX50*
			DAA-ZYX10*
			6AA-ZYX11 N/A
Toyota	Corolla Sport	06/2018+	3BA-NRE210H*
			3BA-NRE214H*

Make	Model	Year	Model code
06/2020-	6AA-ZWE211H* 6AA-ZWE213H*		
10/2022-	6AA-ZWE219H N/A 6BA-MZEA12H N/A		
Toyota	Crown	08/2016+	DBA-ARS210 DBA-GRS210 DBA-GRS211 DBA-GRS214
		06/2018+	3BA-ARS220
	Crown FCEV	11/2023+	ZBA-KZSM30
	Crown Hybrid	10/2015+	DAA-AWS210 DAA-AWS211
		06/2018+	6AA-AZSH20 6AA-AZSH21 6AA-GWS224
		11/2023+	6AA-AZSH32
	Crown Majesta	09/2015+	DAA-AWS215 DAA-GWS214
	Crown Crossover	07/2022+	5AA-TZSH35 6AA-AZSH35
	Crown Sport	10/2023+	6AA-AZSH36W
	Crown Sport HEV	12/2023+	6LA-AZSH37W

Make	Model	Year	Model code
Toyota	Esquire	07/2017+	DBA-ZRR80G* DBA-ZRR85G*
		04/2020+	3BA-ZRR80G* 3BA-ZRR85G*
	Esquire Hybrid	07/2017+	DAA-ZWR80G*
		04/2020+	6AA-ZWR80G*
Toyota	Harrier	06/2017+	DBA-ZSU60W* DBA-ZSU65W* DBA-ASU60W* DBA-ASU65W*
		06/2020+	6BA-MXUA80 6BA-MXUA85
	Harrier Hybrid	06/2017+	DAA-AVU65W*
		06/2020+	6AA-AXUH80 6AA-AXUH85
	Harrier PHEV	09/2022+	6LA-AXUP85 N/A
	Toyota	Land Cruiser	08/2021+
04/2024+			3DA-GDJ250W
Toyota	Mirai	12/2020+	ZBA-JPD20
Toyota	Noah	07/2017+	DBA-ZRR80G* DBA-ZRR80W* DBA-ZRR85G* DBA-ZRR85W*

Make	Model	Year	Model code
04/2020-	3BA-ZRR80G* 3BA-ZRR80W* 3BA-ZRR85G* 3BA-ZRR85W*		
01/2022-	6BA-MZRA90W 6BA-MZRA95W		
Noah Hybrid	07/2017+	DAA-ZWR80G* DAA-ZWR80W*	
	04/2020+	6AA-ZWR80G* 6AA-ZWR80W*	
	01/2022+	6AA-ZWR90W 6AA-ZWR95W	
Toyota	Prius	12/2015+	DAA-ZVW50 DAA-ZVW51 DAA-ZVW55
		07/2020+	6AA-ZVW51 6AA-ZVW55
		01/2023+	6AA-MXWH60 6AA-MXWH65 6AA-ZVW60 6AA-ZVW65

Make	Model	Year	Model code	
Prius PHV	10/2016+	DLA- ZVW52		
	07/2020+	6LA- ZVW52		
	03/2023+	6LA- MXWH61		
Toyota	Vellfire	01/2018+	DBA-AGH30W DBA-AGH35W DBA-GGH30W DBA-GGH35W	
		01/2020+	3BA-AGH30W 3BA-AGH35W 3BA-GGH30W 3BA-GGH35W	
		06/2023+	5BA-TAHA40W 5BA-TAHA45W	
		Vellfire Hybrid	01/2018+	DAA-AYH30W
			01/2020+	6AA-AYH30W
			06/2023+	6AA-AAHH40W 6AA-AAHH45W
	Toyota	Voxy	07/2017+	DBA-ZRR80G* DBA-ZRR80W* DBA-ZRR85G* DBA-ZRR85W*

Make	Model	Year	Model code
04/2020-	3BA-ZRR80G* 3BA-ZRR80W* 3BA-ZRR85G* 3BA-ZRR85W*		
01/2022-	6BA-MZRA90W 6BA-MZRA95W		
Voxy Hybrid	04/2020+	DAA-ZWR80W* 6AA-ZWR80W*	
	01/2022+	6AA-ZWR90W 6AA-ZWR95W	

* indicates ITS is a dealer's option for this model.

Inspecting the vehicle for an active ITS Connect system

To determine if ITS Connect is fitted and operational, two checks must be made to the vehicle. The first check is on the driver information display (MID, or MFD). The second check is on the navigation system.

In both cases the inspector will be looking for any indication of settings that are associated with an active ITS Connect system.


Note: the images below do not cover all vehicles. This page will be updated as manufacturers supply further content and advice.

ITS Connect manufacturer option inspection

ITS Connect ① Identifying the system equipment

- ITS Connect is not identifiable from vehicle exterior
- As below, **the system equipment can be identified by operating the multi information display**


< excerpt from instruction manual > ※ this example is taken from Alphard (2018.11~)

メーター操作スイッチの  を操作してアイコンを選択することで、各アイコンに関連付けられた情報を表示することができます。

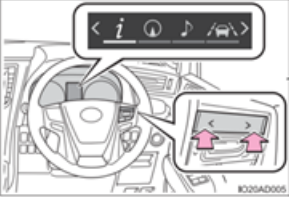
項目によっては状況に応じて自動で表示されます。

Using left & right button on the display operation switch to choose the icon in order to see information related to each icon

Operate the switch to select 'Setting'



設定画面
車両の機能やマルチインフォメーションディスプレイの表示などに関する設定を変更できます。(→ P. 120)



Only when ITS Connect is equipped, **'ITS Connect' setting is displayed**
 ※ If ITS Connect is not equipped, ITS Connect setting will not be displayed

ITS Connect dealer option check

ITS Connect ① Identifying the equipment

- For vehicles with ITS Connect parts installed, equipment of the system cannot be identified from the vehicle exterior

(Although dedicated GPS antenna or dedicated film antenna are equipped, ITS Connect may not be identifiable as these parts are also widely used for navigation systems)

- from navigation, choose Menu > Set/Edit > Driving support > Safety/Comfort drive setting
If any of these set switches, listed below, are displayed, ITS Connect is equipped:

- Red light caution
- Right-turn collision caution
- Traffic signal status warning system
- Emergency vehicle notification



※ Navigation system may be removed but ITS Connect system unit can be left equipped for used vehicles. ITS Connect unit can be found under the floor mat of passenger seat

Identifying ITS Connect in a Toyota Prius

Video example

- [How to identify ITS Connect in a Toyota Prius](#)

Visual guide to identifying ITS Connect in a Toyota Prius



Figure 2. Setting screens

Use arrows on steering wheel control pad to move the selector



Figure 3. ITS Connect fitted as shown under vehicle settings

This vehicle would need to be damaged flagged and have the system removed.

Identifying ITS Connect in a Toyota Vellfire

Video example

- [How to identify ITS Connect in a Toyota Vellfire](#)

Visual guide to identifying ITS Connect in a Toyota Vellfire



Figure 4. Vellfire MFD control buttons



Figure 6. Scroll Right to find settings



Figure 7. Select the gear icon for settings



Figure 8. Scroll down and select 'Vehicle Settings'



Figure 9. Scroll down

If ITS connect is fitted you will see the settings as below.

Conclusive evidence of inspection and ITS Connect system removal

To meet the burden of proof of conclusive evidence, it must be shown that the vehicle is not fitted with an ITS Connect system.

For a vehicle that is not fitted with ITS-Connect two photos must be saved to the BIO's vehicle file that show the settings screens for both the Navigation unit and the MID. The vehicle's damage notes (in the vehicle's file) must be updated to show that the vehicle has been inspected for ITS-Connect and ITS-Connect is not fitted, eg 'ITS-Connect not identified'. Note: damage notes cannot be added to BIS as the vehicle does not need a damage flag applied.

A vehicle that has been found to be fitted with an ITS Connect system must have a damage flag placed on the vehicle with a note stating 'ITS Connect Fitted'. Any other damage or Takata airbag recall notes must also be added if applicable. The damage flag is to remain on the vehicle even if ITS-Connect is disabled in Japan. Note: The vehicle record should not be created on BIS until the vehicle has completed its final border inspection, once a damage flag has been placed the record cannot be edited.

The vehicle owner must take the vehicle to a Toyota or Lexus franchise in Japan to have the ITS Connect system removed. An invoice or receipt from the dealer that shows the vehicles chassis number and indicates that the system has been removed is acceptable evidence that ITS Connect is no longer fitted.

After the ITS-connect is disabled a secondary check must be made on both the Navigation unit settings and the MID settings to ensure the ITS Connect associated settings are no longer visible. A copy of the invoice and photos of the displays on the second inspection must be saved in the vehicle file. A copy of the invoice should be loaded to BIS as evidence of the ITS Connect system removal. The invoice should be uploaded as a photo. PDFs cannot be uploaded unless the vehicle is water damaged. The vehicle should not be recorded as water damaged for the purpose of ITS Connect.

Acid wash process on used imports

Vehicle inspection requirements manuals reference:

- [Reference material 1: Guidelines for the detection of reportable damage on imported used vehicles \(excl. motorcycles\)](#)

Background

Acid washing is a treatment being used to repair corrosion in vehicles, in particular the underbody structure and components.

The process involves the use of a chemical mix containing an acid base liquid, phosphoric acid is commonly used, to remove corrosion and treat the metal area. The following photos show examples of visible signs of acid wash repair.





Visible signs of an acid wash repair include:

- The area has been cleaned and a clear topcoat, or no topcoat applied.
- A white residue is noticeable in joints, seams, or coming through underseal/topcoats.
- Corrosion is still visibly active in an area that has been treated.

An area of metal that has not been acid washed correctly will continue to degrade within a short time and can be detrimental to the vehicle structure.

Application

When visible signs of acid wash repair as described above are observed by an inspector at an entry compliance inspection the vehicle must be failed and referred to a Repair Certifier for assessment.

The threshold for requiring repair certification instructs 'A vehicle must be referred to a specialist repair certifier if signs of repair, rust prevention, acid wash or under-sealing to any part of the vehicle structure are evident'. The repair certifier will assess the repair and decide if it requires remedial work and a *Light vehicle repair record of certification* (LT308) issued, or if the repair is acceptable a *No repair certification required declaration – light vehicle* (LT307) issued.

Reference materials

1 Guidelines for the detection of reportable damage on imported used vehicles (excl motorcycles)

Vehicles imported from Australia

Every vehicle imported from Australia will need to have a Personal Property Securities Register (PPSR) certificate downloaded from <https://transact.ppsr.gov.au/ppsr/SearchForMotorVehicle?v=Search>

If the certificate identifies the vehicle as 'written off' it must be reported as damaged and a copy of the PPSR certificate uploaded into the Border Inspection system.

- [1 Introduction](#)
- [Vehicle fitted with ITS Connect](#)
- [2 Purpose](#)
- [3 Overview – structural parts: unibody chassis](#)
- [4 Overview – structural parts: body-over-frame chassis](#)
- [5 Overview – energy management path](#)
- [The structural integrity of the passenger safety cell is a key feature of motor-vehicle design.](#)
- [6 Criteria for reporting structural damage or corrosion](#)
- [Applicable legislation](#)
- [Under-body impact damage](#)
- [Denting or distortion](#)
- [Outer sills cross section and rocker panels](#)
- [Cracking](#)
- [Repaired damage](#)
- [Supplementary Restraint System \(SRS\): Airbags and seatbelt pretensioners](#)
- [Water damage, fire damage or other written off vehicles](#)
- [Corrosion Damage](#)
- [Figure 1-1-1. Structural corrosion damage limits](#)
- [Figure 1-1-2. Hinge and latch anchorage corrosion damage limits](#)
- [7 Cosmetic damage](#)
- [Inspection](#)
- [Underbody impact damage](#)
- [Denting or distortion](#)
- [Cross-members](#)
- [Repaired damage](#)
- [Entry vehicles with known corrosion problems](#)
- [Mitsubishi](#)
- [Nissan](#)
- [Mazda](#)
- [8 Ancillary Procedures](#)
- [Doubt regarding damage status](#)
- [Exceptions to flagging of structural parts](#)

1 Introduction

This guide is designed to provide foundation material to assist vehicle inspectors in the requirements for inspecting imported used motor vehicles; and the identification, recording, and flagging of structural damage.

The use of diagrams and photographs is used to support the written standards listed in the guide and illustrates:

- structural areas of unibody and body-over-frame vehicles
- energy management paths
- examples of the types of structural damage that needs to be reported.

Note: refer to [Reference material 10](#) for guidance on the inspection of motorcycles.

Vehicle fitted with ITS Connect

A vehicle must be reported if there is evidence that the ITS Connect system is fitted to the vehicle. The damage flag is to remain on the vehicle even if the ITS Connect system is disabled in Japan.

Note: refer to [Technical bulletins 3 Vehicles fitted with ITS Connect](#)

Option - (excluding MD1, MD2 minibus)

Electronic Stability Control

- A vehicle must be reported if there is evidence that an electronic stability control (ESC) system is NOT fitted to a used motor vehicle of class MA, MB, MC, or NA.
- The vehicle must be reported if the ESC warning light stays illuminated when the engine is running.

These provisions will not apply to a vehicle manufactured, or first registered outside of New Zealand, 20 years or more at the time of the border inspection.

Notes

- For evidence of acceptable proof that the vehicle is fitted with an ESC system refer to

[Entry certification Technical bulletin 37](#)

- For identifying the vehicle class refer to

[Entry certification 5-5 Identifying the vehicle class.](#)

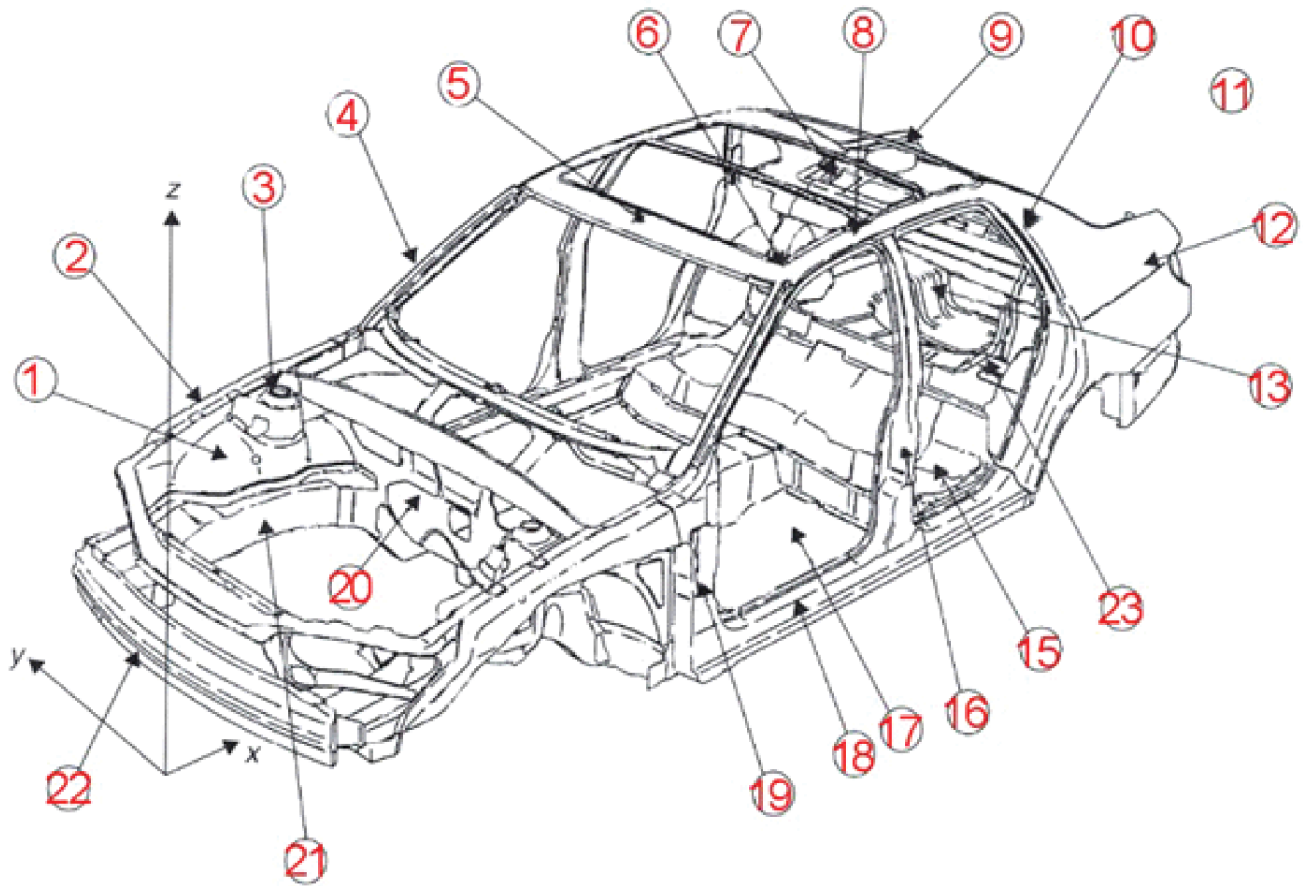
2 Purpose

The purpose of the guide is to provide vehicle inspectors with reference material stipulating the standards for reportable structural damage, supporting information, and to assist in the decision-making process when an imported used vehicle must be reported to NZTA (or 'flagged').

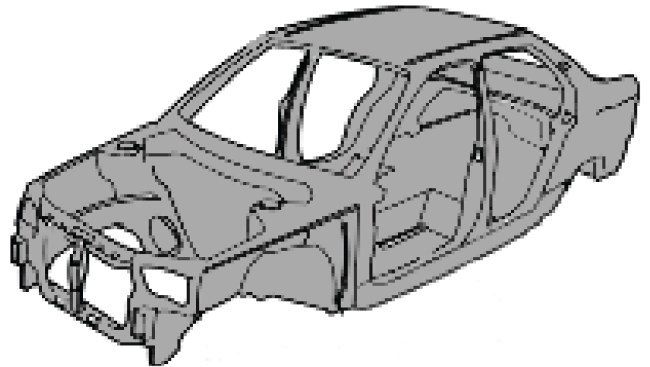
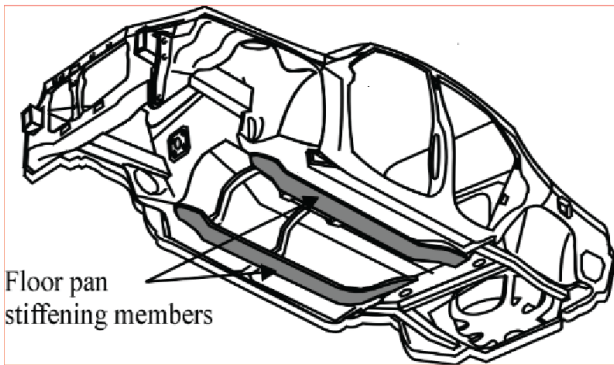
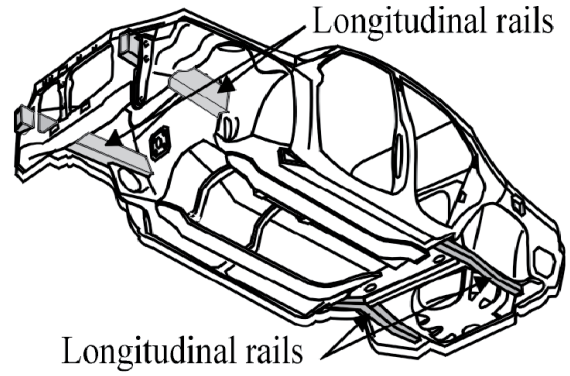
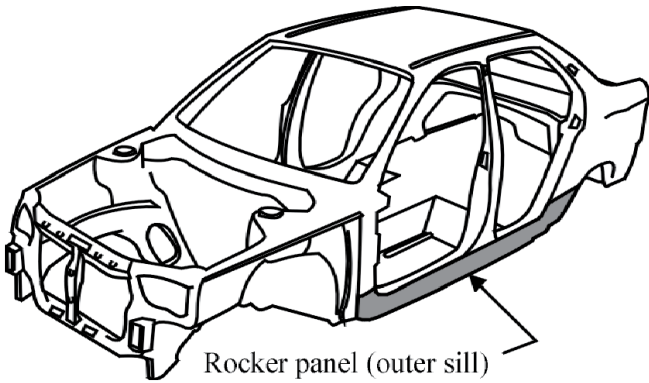
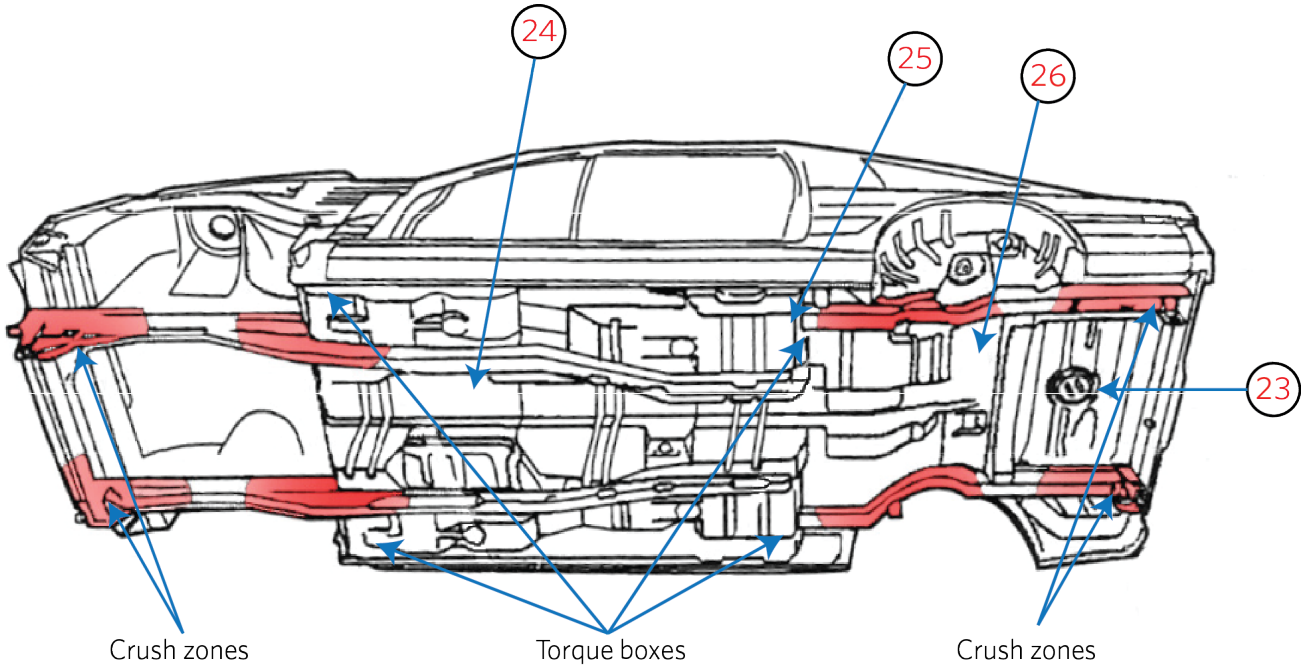
Exclusions to flagging of structural parts, ie those that do not require reporting are described and explained.

This guide also gives examples of 'minor' damage, which would be considered as cosmetic, and do not require reporting to NZTA.

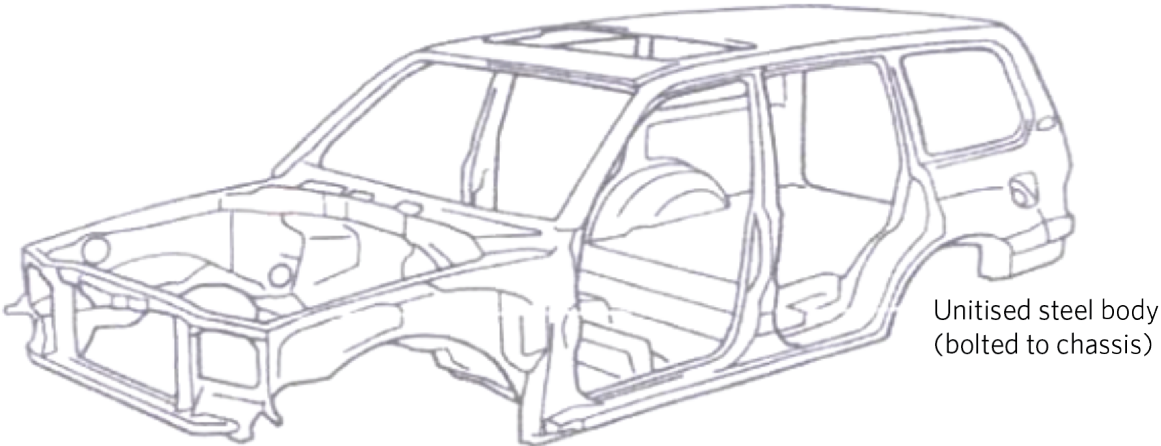
3 Overview – structural parts: unibody chassis



1 Inner guard	8 Cant rail	15 Rear seat floor	22 Front bumper
2 Upper chassis rail (reinforcer)	9 Roof (not shown)	16 B pillar	23 Spare wheel
3 Strut tower	10 C pillar (upper)	17 Floor	24 Tunnel (long)
4 A pillar (upper)	11 Rear panel	18 Sill (rocker panel)	25 Rear seat cross member
5 Windscreen header	12 Rear ¼ panel	19 A pillar (lower)	26 Rear suspension
6 Roof stiffener	13 Boot floor	20 Bulkhead	
7 Parcel tray	14 Rear seat back	21 Lower (engine) chassis rail	

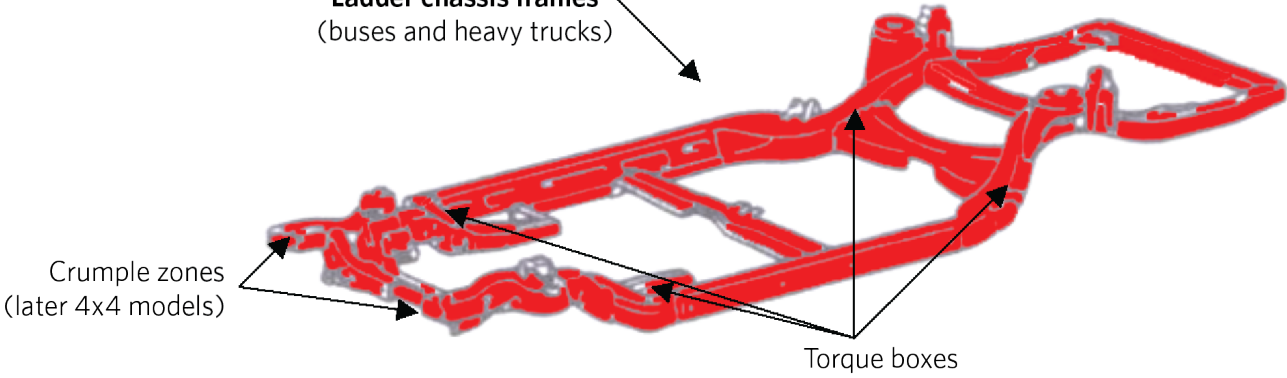


4 Overview – structural parts: body-over-frame chassis



Unitised steel body
(bolted to chassis)

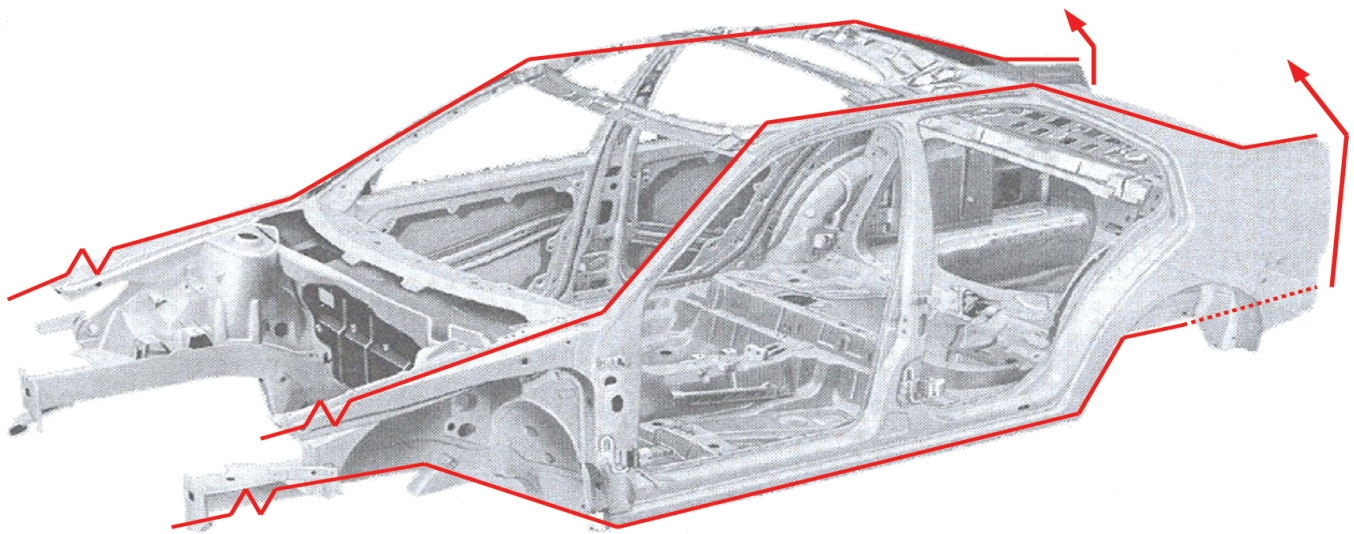
Perimeter chassis frames
(4x4 and light trucks)
Ladder chassis frames
(buses and heavy trucks)



Crumple zones
(later 4x4 models)

Torque boxes

5 Overview – energy management path



The structural integrity of the passenger safety cell is a key feature of motor-vehicle design.

- Front and rear structural parts are designed to absorb or manage collision energy by collapsing in pre-determined areas called crush zones.
- Crush zones are built into the front and rear of the vehicle in the form of holes, slots, dimples, convolutions, or hydro-formed tailored blanks.
- Bonnets are designed to buckle and avoid windscreen penetration, and also minimise pedestrian injury.
- The unibody structure is designed to route collision energy around the passengers; with the passenger safety cell the last area to deform in a crash where collision energy exceeds the design.

6 Criteria for reporting structural damage or corrosion

The following information gives guidance to vehicle inspectors in determining whether or not a light vehicle (including motorcycles where applicable) undergoing border inspection requires reporting.

Applicable legislation

- [Land Transport Rule: Vehicle Standards Compliance 2002](#) (section 4).

Vehicles to which this section applies must be inspected by a vehicle inspector or inspecting organisation appointed under 2.2(1)(k) in accordance with requirements and conditions imposed by NZTA under 2.3.

The criteria detailed below must be used when deciding if any damage or corrosion should be reported. All damage meeting this criteria and found in the energy management path areas must be reported.

The important distinction when applying these criteria is:

- Whether the area identified as damaged by impact, previous repair, or corrosion is structural or cosmetic, and
- Whether the extent of damage is sufficient to compromise the structural integrity of the motor vehicle, or
- Whether evidence of damage, previous damage repair, or heat damage is present in a structural area, or energy management path of the motor vehicle.

Photographs illustrating examples of structural damage and corrosion are shown in [Reference material 5](#)

Under-body impact damage

A vehicle must be reported if it has underbody damage as a result of a collision with a substantial object, sufficient to cause the splitting of seam welds, distortion of suspension members or mounting points, or tearing of metal structures, excluding floorpan stiffeners (Note 1).

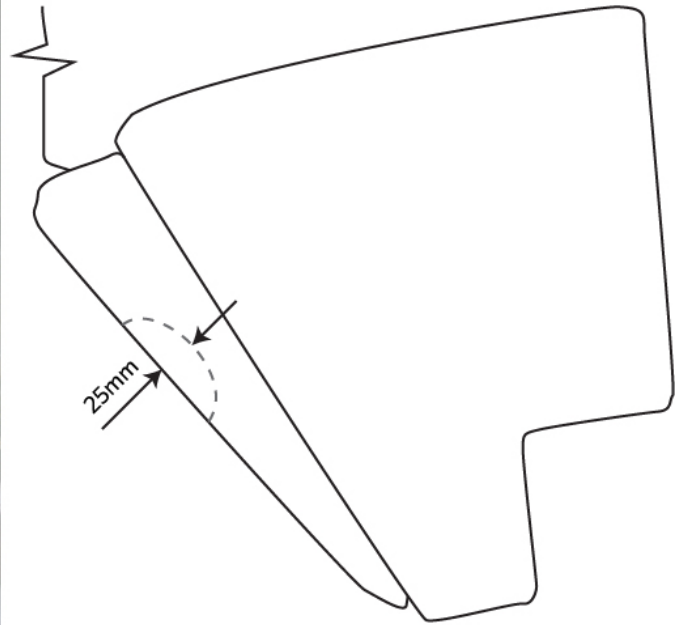
Note 1

When distinguishing between floorpan stiffening members and cross-members, note that a member that runs through the line of a seat or occupant area will not be an energy absorbing member (ie its purpose is to reinforce the floorpan), while a member that runs alongside a seat or occupant area should be treated as an energy absorbing member (ie a chassis rail).

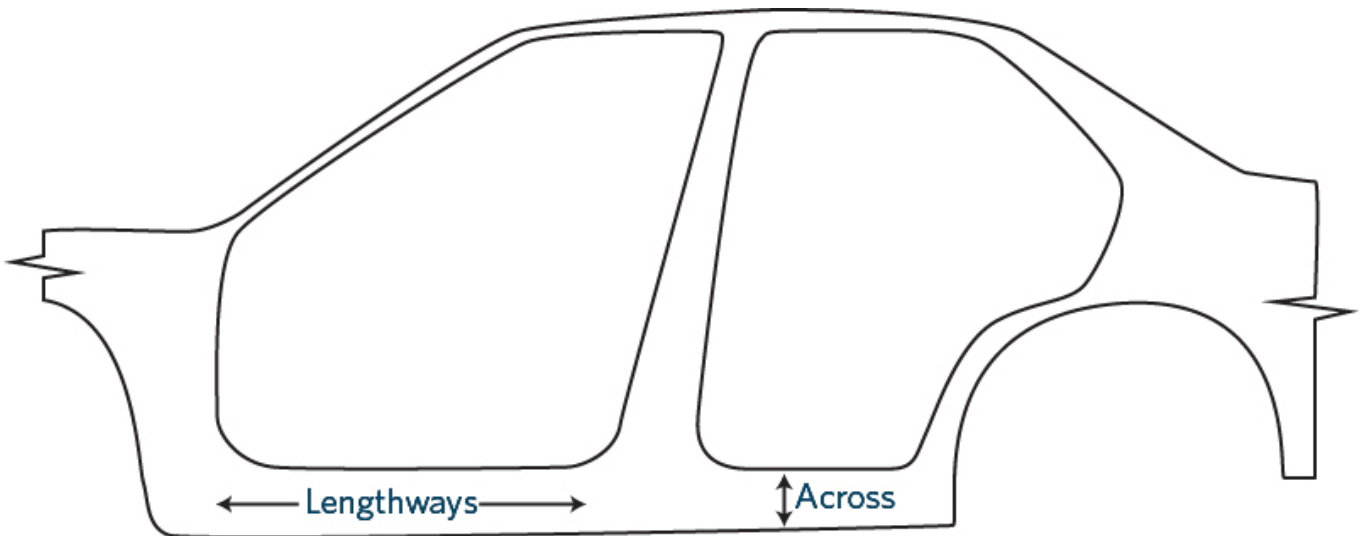
Denting or distortion

- A vehicle must be reported if there is any discernible denting or distortion to the folds or swages in the dog leg, sill panel or structure of the inner/outer sill weld seam, other than minor scraping.
- A vehicle must be reported if rocker panels (outer sills) are dented or creased lengthways along the sill and the depth of the crease exceeds 25mm.
- A vehicle must be reported if rocker panels (outer sills) are vertically dented or creased across the sill regardless of the depth of the crease or dent.

Outer sills cross section and rocker panels



Cross section of door sill



Crush zones and kick-up areas

A vehicle must be reported if there is distortion of the longitudinal rails affecting the front and rear crush zones and kick-up areas.

Crossmembers

A vehicle must be reported if there is denting or distortion of the crossmember as a result of collision with an object.

Cracking

A vehicle must be reported if there is cracking in:

- the unibody chassis
- any crossmembers and subframes
- a load bearing member, or energy management paths in unibody structures
- the body of a vehicle with a body-over-frame chassis in the energy management paths, engine mounts, suspension mounts, body mounts, pillars, or sills.

Repaired damage

A vehicle must be reported if signs of fresh repair, rust prevention, acid wash

(see [Technical bulletin 4: Acid wash process on used imports](#)),

or under-sealing to any part of the vehicle structure are evident.

Supplementary Restraint System (SRS): Airbags and seatbelt pretensioners

A vehicle must be reported if it has a deployed airbag or seatbelt pretensioner, or there is evidence of repairs to or tampering with airbag module covers. (including colour variations in plastic covers to steering wheels, dash panels, interior trim, or non-original stitching to seat mounted airbags). A vehicle must be reported if the SRS warning light stays illuminated when the engine is running.

Water damage, fire damage or other written off vehicles

A vehicle must be reported if there is evidence that it has suffered water damage, fire damage or the vehicle has been written off (Note 2).

Note 2

For the purposes of the border inspection, evidence of water or fire damage may be physical evidence, or it may be that the vehicle has been written-off for insurance purposes as a result of water, fire >or other damage.

Corrosion Damage

- Corrosion damage is where the metal has been eaten away, which is evident by pitting. The outward signs of such corrosion damage are typically displayed by the swelling of a panel between spot welds, or lifting or bubbling of paint. In extreme cases, the area affected by the corrosion damage will fall out and leave a hole.

A vehicle must be reported if there is corrosion damage in any structural area, as indicated in the shaded areas of Figure 1-1-1.

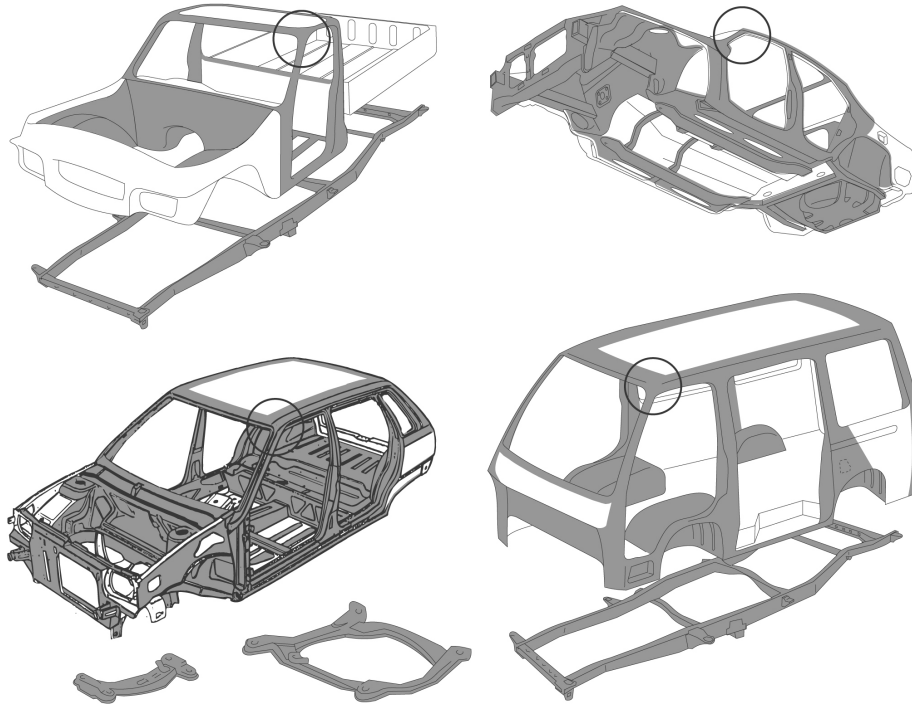
Note 3

For the purposes of the border inspection, corrosion damage includes any signs of 'rust bleed'. Rust bleed is a rust coloured stain or mark that appears around an area of corrosion that may not be visible. Rust bleed is most commonly found where panels join or overlap when corrosion has started between the two surfaces and moisture has caused a rust stain or mark to run onto the external surface.

- Perforated corrosion is where the metal is corroded to the extent that it has holes, or holes are exposed when rust scale is removed. If metal is badly pitted causing a loss of metal thickness it must also be treated as perforated corrosion.

If there is perforated corrosion in any other (non-structural) area, as indicated in the non-shaded areas of Figure 1-1-1, the vehicle requires to be reported.

Figure 1-1-1. Structural corrosion damage limits

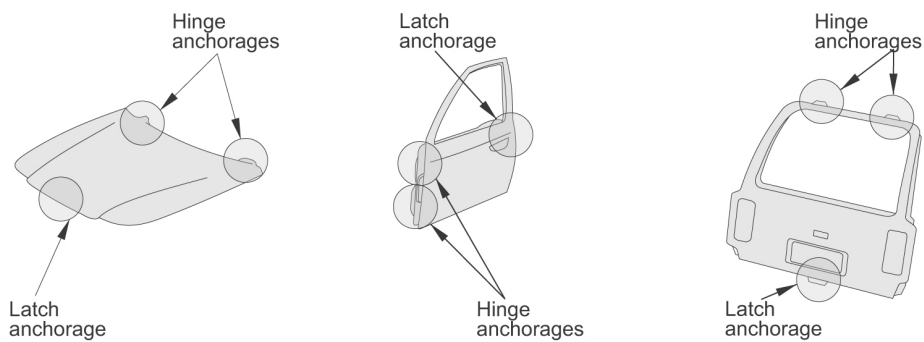


Corrosion, or the repair of corrosion on 'bolt on' parts (doors, bonnets, and boot lids)

within a 150mm circle around the outside of hinge or latch components will require to

be reported. These 'no corrosion' zones are circled in Figure 1-1-2.

Figure 1-1-2. Hinge and latch anchorage corrosion damage limits



7 Cosmetic damage

Cosmetic damage to the motor vehicle's outer body panels is permitted, providing it does not affect the structural integrity of chassis, the energy management paths, or any of the bonded or welded seams or joints as a result of the manufacturing process.

Cosmetic parts on a unibody chassis are generally bolt on items such as the front guard, boot-lid, and in most cases the doors.

Photographs illustrating examples of cosmetic damage are shown in [Reference material 6](#)

Inspection

A list of specific types of damage follows. It explains the extent to which damage is allowed before a vehicle must be reported.

Underbody impact damage

- A vehicle does not require reporting if it has minor underbody impact damage as a result of 'grounding' the vehicle or some scraping of the sill seams.
- A vehicle does not require reporting if there is crushing or tearing of floorpan stiffening members (Note 4), provided it does not affect any internal cross-members designed for side-impact protection.

Note 4

When distinguishing between floorpan stiffening members and cross-members, note that a member that runs through the line of a seat or occupant area will not be an energy absorbing member (ie its purpose is to reinforce the floorpan), while a member that runs alongside a seat or occupant area should be treated as an energy absorbing member (ie a chassis rail).

Denting or distortion

A vehicle does not require reporting if rocker panels (outer sills) are dented or creased lengthways along the sill to a depth of less than 25mm.

Cross-members

A vehicle does not require reporting if it has minor jacking damage to a cross-member, provided there is no indication of loss of steering or suspension alignment.

Repaired damage

A vehicle with repaired damage does not require reporting if repairs are only to correct cosmetic damage to the outer body panels, provided the vehicle inspector is able to discern the extent of the damage and confirm that none of the vehicle manufacturer's seams or joints have been disturbed during the repair.

Entry vehicles with known corrosion problems

Mitsubishi

Diamante:Floor/front strut towers

Legnum: Under body/Strut towers

Lancer Evo: Rear rails

Delica van: Front rails

Nissan

Safari: Floor/front and rear cross members/radiator support panels

Terrano: Floor area

Mistral: Floor area

Pulsar: Under body and inner floor/sill joint

Mazda

Demio: Front cross member

MPV: Rear chassis rail

8 Ancillary Procedures

Doubt regarding damage status

If after completing the check on the vehicle there is any doubt whether to report the damage found,

IF IN DOUBT, REPORT THE DAMAGE

Exceptions to flagging of structural parts

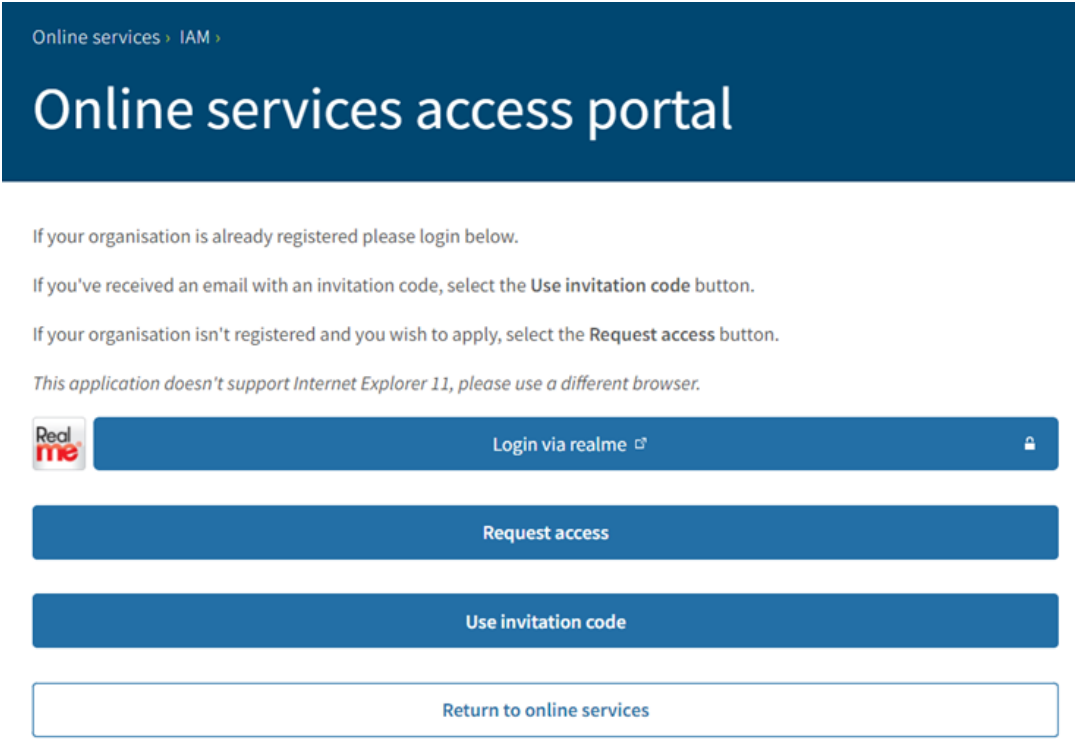


The front windscreen and all other glass is a structural part in the Unibody chassis, and modern (light) Body-over-frame chassis. For the purpose of entry-level inspection, the glass is not to be flagged as a damaged structural item, unless the cause of the windscreen damage can be attributed to airbag deployment or other structural damage that must also be flagged.



Page amended **5 May 2025** (see [amendment details](#))

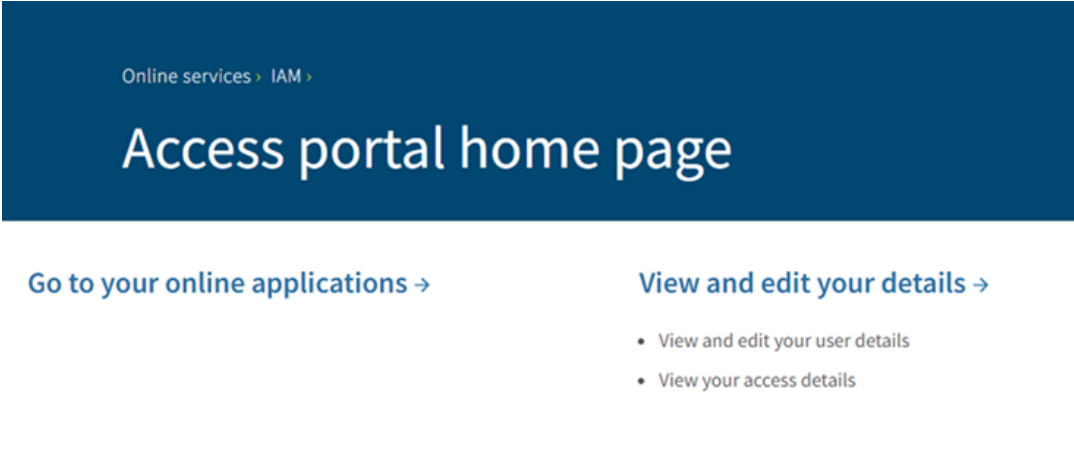
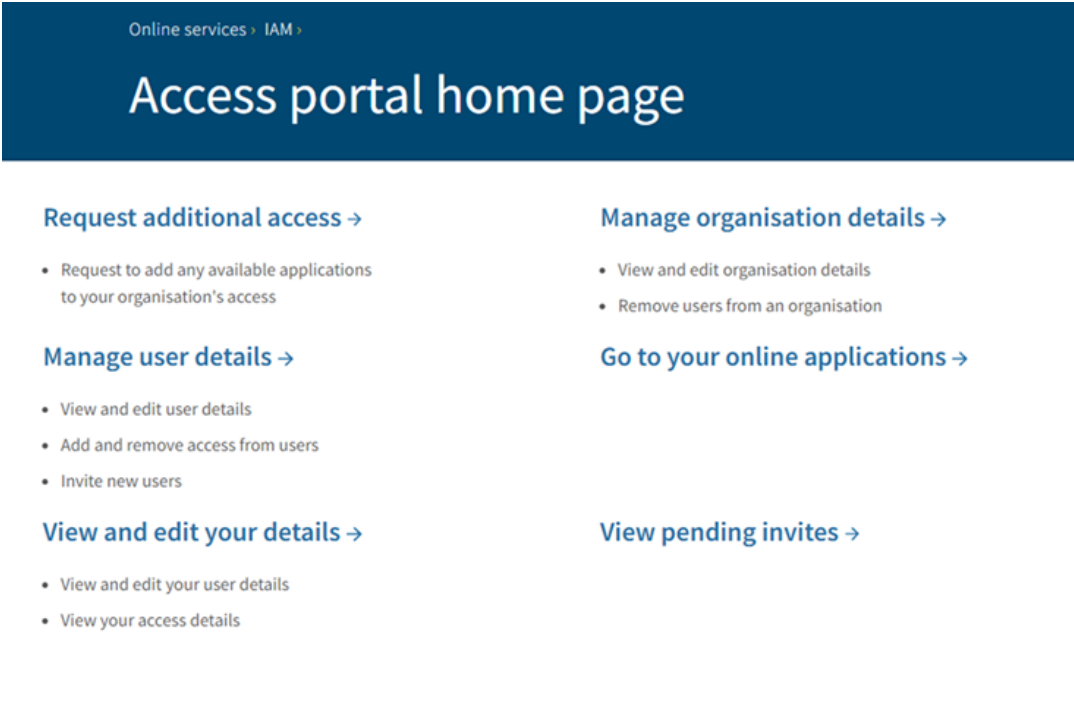
Border inspection system guidelines

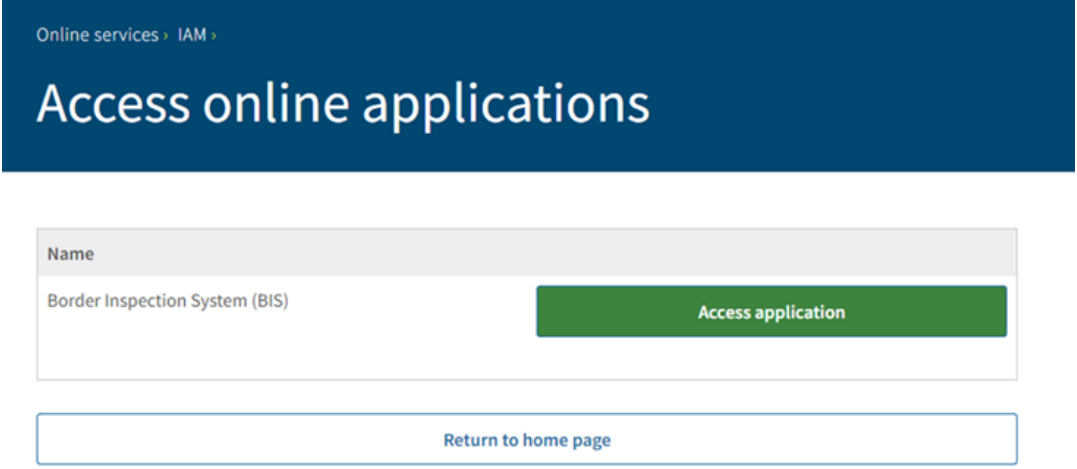

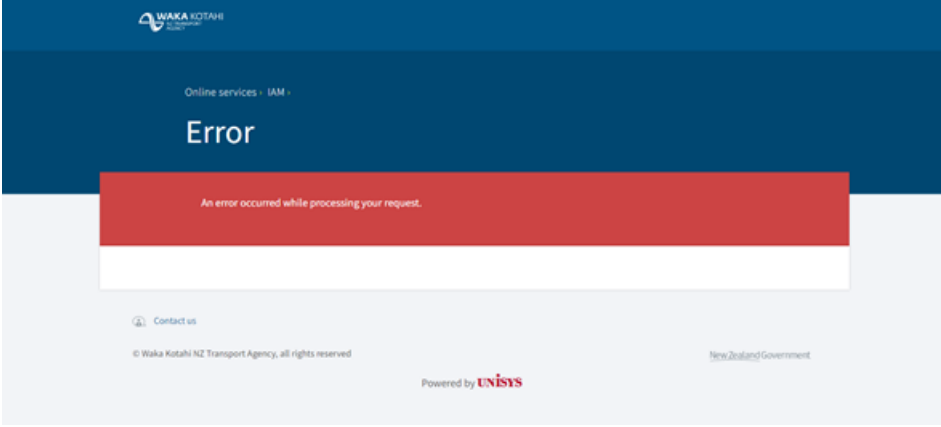
2-2 Accessing and logging into the system

Logging into the border inspection system

Step	Action
1	<p>Open a new browser window and enter the following URL:</p> <p>https://accessportal.nzta.govt.nz/</p> <p>Please note: the portal does not support Internet Explorer, please use a different browser,</p>
2	<p>This will provide access to the NZTA online services access point:</p>  <p>Online services > IAM ></p> <h1>Online services access portal</h1> <p>If your organisation is already registered please login below.</p> <p>If you've received an email with an invitation code, select the Use invitation code button.</p> <p>If your organisation isn't registered and you wish to apply, select the Request access button.</p> <p><i>This application doesn't support Internet Explorer 11, please use a different browser.</i></p> <p> Login via realme </p> <p>Request access</p> <p>Use invitation code</p> <p>Return to online services</p>

Step	Action
<p>3a</p>	<p>To access the system for the first time you must accept an invitation.</p> <p>Select the Use invitation code button.</p> <p>This will take you to the Redeem invitation code screen.</p> <p>Enter invitation code and select Continue.</p> <div data-bbox="272 454 1351 936" style="border: 1px solid #0056b3; padding: 10px;"> <p>Online services > IAM ></p> <h2 style="background-color: #0056b3; color: white; padding: 5px;">Redeem invitation code</h2> <p>Enter validation code</p> <input style="width: 100%; height: 25px; margin-bottom: 5px;" type="text"/> <div style="background-color: #008000; color: white; text-align: center; padding: 5px; margin-bottom: 5px;">Continue</div> <div style="border: 1px solid #0056b3; text-align: center; padding: 5px; margin-bottom: 5px;">Return to online services</div> </div> <p>You will be directed to the Realme login page – go to step 4.</p> <p>Note: you only need to accept an invitation once, to register to the portal. For all subsequent logins go to step 3b.</p>
<p>3b</p>	<p>To login, select Login via realme.</p>
<p>4</p>	<p>You will be directed to the Realme login page.</p> <p>Enter your realme login.</p> <div data-bbox="272 1384 1351 1933" style="border: 1px solid #ccc; padding: 10px;"> <div style="display: flex; justify-content: space-between; align-items: center;">   </div> <div style="background-color: #e6f2ff; padding: 5px; margin-top: 10px;"> < Go back to Waka Kotahi Access Portal </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <h3 style="color: #c00000;">Login with RealMe</h3> <p>You've been redirected here so you can log in with RealMe</p> <div style="margin-bottom: 5px;"> <input style="width: 100%; height: 25px;" type="text"/> </div> <div style="margin-bottom: 5px;"> <input style="width: 100%; height: 25px;" type="password"/> </div> <div style="background-color: #0056b3; color: white; text-align: center; padding: 5px; margin-top: 5px;">LOGIN</div> <p style="color: #0056b3; font-size: small; margin-top: 10px;">Forgot Username or Forgot Password?</p> </div> <div style="width: 45%; border-left: 1px solid #ccc; padding-left: 10px;"> <h3 style="color: #c00000;">Create a RealMe login</h3> <p>To access this service you need a RealMe login.</p> <p>You'll be able to access a range of services with a single username and password. RealMe is designed to protect your privacy and security.</p> <div style="background-color: #ccc; text-align: center; padding: 5px; margin-top: 10px; width: fit-content; margin-left: auto;">CREATE YOUR REALME LOGIN</div> </div> </div> </div>

Step	Action
<p>5</p>	<p>Successful login will direct you to the Access portal home page.</p> <p>Your home page will be either the General user home page or the Organisation administrator home page.</p> <p>General user home page</p>  <p>Organisation administrator home page</p> 
<p>6</p>	<p>Select Go to your online applications.</p>

Step	Action
7	<p>This will take you to the Access online applications screen.</p>  <p>Select the green Access application button next to Border inspection system (BIS).</p>
8	<p>You will be directed to the Border inspection system home page.</p> 
9	<p>Unsuccessful login screen.</p> 

2-3 Border Inspection System administration and corrections information

The following information is to assist Border Inspection Organisations (BIOs) new to the Border Inspection System (BIS). It provides quick administrative answers to some frequently asked questions.

BIS system

A batch file is accepted into BIS excluding any errored records. Errored record should be corrected and sent in a new batch file.

- The same batch file will not be accepted twice, and the system does not accept duplicate records.

Occasionally you may have a second border inspection for the same vehicle or another vehicle using the same chassis number. For authority to load the record using an alternative chassis field, email borderchecks@nzta.govt.nz providing the error message and the border inspection details for review. An alternative solution may be provided.

If copying and pasting data into a record, please ensure low value characters (usually @ * ^ ~) are not included.

There are two uploads from BIS to LANDATA each day.

- Records received prior to 1:00am (NZ time) are uploaded to LANDATA at 6:00am (NZ time).
- Records received prior to 1:00pm (NZ time) are uploaded to LANDATA at 2:00pm (NZ time).

Photos

Four photos can be loaded with the border inspection record. An additional four can be added to an existing record. If there are photos, keep them with your records as we can ask if they're needed.

See [2-8 Adding additional images to an existing record](#) for more information.

Updated **NZTABusinessDataTypes.xsd** files are emailed when the Motor Vehicle Register (MVR)/LANDATA system tables have been updated. These files are provided to ensure that the information you load will be accepted into BIS and will also load into LANDATA. For example, a border inspection record loaded into BIS using an invalid make will load into BIS but not LANDATA. For example, Mercedes-Benz is correct but M/Benz and Mercedes Benz are invalid.

Included in the file are:

- ISO list of three-character country codes
- list of Ports
- list of border inspection sites
- makes

Correcting errors to border inspection records

Inspection dates, importer names, ship names, or port of arrival

Send a copy of the border inspection checksheet to borderchecks@nzta.govt.nz and we will update the LANDATA record.

VIN/chassis number recorded incorrectly

Advise the incorrect number to your customer.

Your customer (or the importer/owner) should provide the incorrect VIN or chassis number to a New Zealand entry certification agent. The entry certifier will verify the correct VIN or chassis number physically on the vehicle. If it's a chassis number, the agent can correct it. If it's a factory VIN and both the incorrect and correct VINs are valid in LANDATA the entry certification agent will contact NZTA to fix.

Make and/or Model

This will be corrected by the entry certifier. They will inspect the vehicle and ensure the vehicle attributes that have been loaded into LANDATA are correct.

Damage flag set in error

Send an explanation to borderchecks@nzta.govt.nz and if appropriate we will remove the damage flag in LANDATA.

Damage flag not set

Send the damage notes and photos to borderchecks@nzta.govt.nz. The damage flag and damage note will be added to the LANDATA record. The photos (up to eight) will be added to the BIS record. If there are numerous records requiring correction, an alternate process may be given.

Incorrect Odometer reading

Email a photo of the odometer reading taken during border inspection and/or a copy of any paper-based documentation that shows the actual odometer reading recorded by the inspector to borderchecks@nzta.govt.nz

If your documentation shows the recorded odometer reading and the customer (or the importer/owner) believes the odometer reading it's incorrect, they or their NZ entry certification agent should email the following to frr@nzta.govt.nz for consideration:

- A copy of the entry certification checksheet, and
- Other official inspection documents (shipping and auction/sales documents are not appropriate) showing the odometer reading in the previous country of registration, or
- Documentation from a recognised NZ odometer specialist certifying that the odometer has not been tampered with and it's considered to correctly record the distance the vehicle has travelled at the time of inspection.

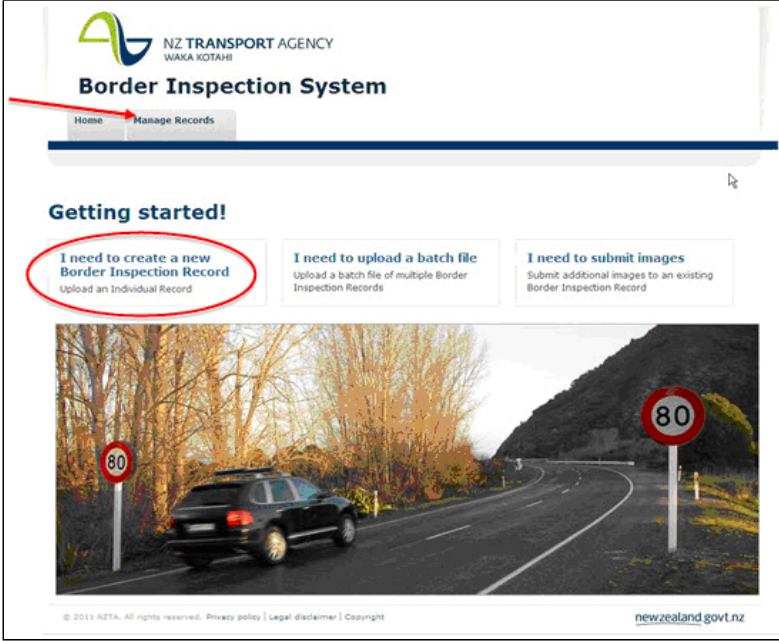
Where keying error can't be identified

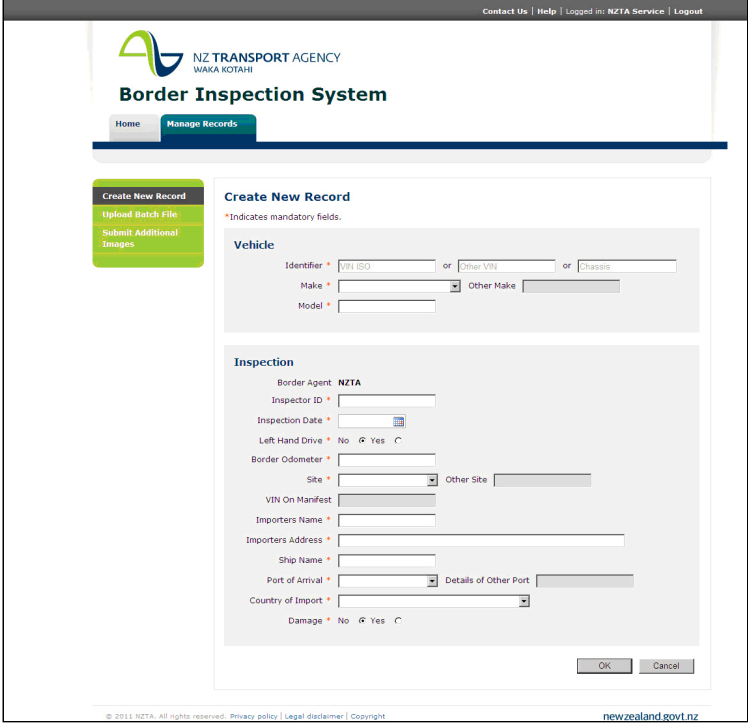
Where a keying error cannot be verified, the public display of odometer records can be suppressed. This is discretionary and based on risk and supporting documentation. If the information provided is not deemed sufficient, we will not change the odometer reading leaving it publicly available to allow the public to come to their own decision as to the vehicle's correct mileage.

Any other questions concerning the Border Inspection System (BIS) and the Motor Vehicle Register System (LANDATA), please email borderchecks@nzta.govt.nz

Entering an individual record

Creating a new record

Step	Action
1	<p>On the homepage, create a new record by using one of the methods below:</p> <ul style="list-style-type: none">• click on the I need to create a new Border Inspection Record button in the middle of the screen, or• select the Manage records tab at the top left of the screen and select Create New Record from the list on the left-hand side of the screen. 

Step	Action
2	<p>A new window will open and display the following form:</p> 
3	<p>Complete the necessary fields.</p> <p>Note: Refer to the Completing the form section for additional information about entering details.</p>
4	<p>When all fields have been completed and all attachments (if necessary) have been added, to save the record, click on OK.</p>

Completing the form

Standard mandatory fields

In the **Create New Record** screen, any field that is preceded by an * is a mandatory field and must be populated before the record is submitted.

The following fields are mandatory:

- **Identifier**
- **Make:** select from a drop-down list
- **Model:** free text
- **Inspector ID:** free text
- **Inspection Date:** select using the calendar picker
- **Left Hand Drive:** automatically defaults to 'No'
- **Border Odometer:** must contain a value greater than, or equal to, zero
- **Site:** select from a drop-down list
- **Importers Name:** free text

- **Importers Address:** free text
- **Ship Name:** free text
- **Port of Arrival:** select from a drop-down list
- **Country of Import:** select from a drop-down list
- **Damage:** automatically defaults to 'No'.

Additional notes for vehicle section

- **Identifier:** at least one identifier must be entered for a record. Either:
 - VIN ISO, or
 - Other VIN

Do not enter a vehicle identifier into the 'Chassis' field.

- **Make:** if you select **Other** in the **Make** drop-down list, enter the make details for the record in the **Other Make** box.

Note 1

VIN ISO:

- cannot include: 'O' for Oscar, 'I' for India or 'Q' for Quebec
- must be 17 characters in length
- must not have a dash (-) entered in the number.

Note 2

A Japanese domestic VIN will always have a dash (-) somewhere in the VIN.

Additional notes for inspection section

- **Inspector ID:** Use the person's initials followed by a sequential number which identifies the inspector.
- **Inspection date:** the inspection date must be entered as **yyyy/mm/dd**. Select a date by using the date picker icon to the right of the **Inspection Date** box.

Note: The date cannot be in the future.

- **Border Odometer:** border odometer readings must be values that are equal to or greater than zero. If no odometer reading can be recorded, enter '00000'
- **Site:** if you select **Other** in the **Site** drop-down list, enter the site details for the record in the **Other Site** box.
- **Ship name:** If you want to record the voyage number, use this field following the name of the ship, eg Transfuture 6 (VOY 48)
- **Port of Arrival:** if you select **Other** in the **Port of Arrival** drop-down list, enter the port details for the record in the **Details of Other Port** box.
- **Country of import:** this is the country that the vehicle was exported from.
- **Damage:** if the **No** button is selected, the **Damage** section will not appear and no further fields need to be completed. If the **Yes** button is selected, further fields related to damage will appear enabling notes, photos and/or water damage reports to be attached to the record. Refer to the **Entering further information if the vehicle is**

damaged section for further details.

Entering further information if the vehicle is damaged

Create new record screen with additional damage fields

Contact Us | Help | Logged in: NZTA Service | Logout

NZ TRANSPORT AGENCY
WAKA KOTAHI

Border Inspection System

Home Manage Records

Create New Record

Upload Batch File
Submit Additional Images

Create New Record

*Indicates mandatory fields.

Vehicle

Identifier * VIN ISO or Other VIN or Chassis
Make * Other Make
Model *

Inspection

Border Agent: **NZTA**

Inspector ID *
Inspection Date *
Left Hand Drive * No Yes
Border Odometer *
Site * Other Site
VIN On Manifest
Importers Name *
Importers Address *
Ship Name *
Port of Arrival * Details of Other Port
Country of Import *
Damage * No Yes
Structure Damage * No Yes
SRS Damage * No Yes
Fire Damage * No Yes
Water Damage * No Yes
Damage Notes *
Damage Photo 1 * Browse...
Damage Photo 2 * Browse...
Damage Photo 3 * Browse...
Damage Photo 4 * Browse...
Water Damage Report * Browse...

OK Cancel

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Mandatory fields for damage information

If the vehicle has been damaged, the following fields are mandatory:

- Damage
- Structure Damage
- SRS Damage
- Fire Damage
- Water Damage

- Damage Notes
- Damage Photo 1.

Additional notes for the damage fields

- **Damage:** if you select the Yes button, you must supply at least one photo with the record showing the damage to the vehicle. Refer to Damage Photo 1 bullet point below.
- **Damage notes:** when entering damage notes, select from the following list to describe the type of damage and where the damage is on the vehicle.

Damage
Rust
External
Underbody
Internal
Front
Rear
Side
Left
Right

Note: When a modified vehicle is flagged, record in the notes "**suspect modification to the vehicle**".

- **Water Damage:** if you select the Yes button, you must supply a water damage report with the record. Refer to Water Damage Report bullet point below.
- Damage Photo 1: click on Browse... to locate the photos to be attached.

Note: Photo pixels must not exceed 640 x 480 pixels. Minimum of two photos must be attached.


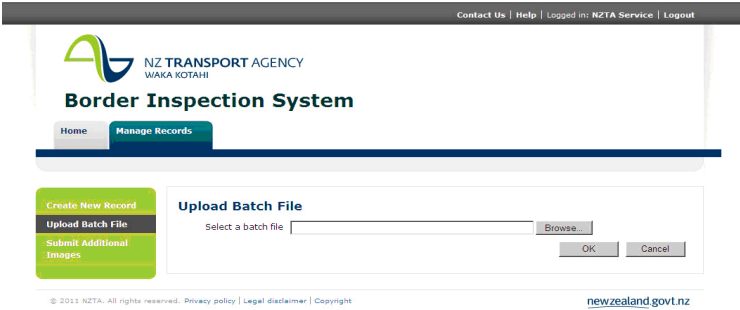
- **Water Damage Report:** click on Browse... to locate the file to be attached
- Refer to the Attachmentssection for detailed specifications for photographs and reports.

Entering multiple border inspection records (batch files)

Introduction

Multiple border inspection records can be loaded in an .xml file and submitted for upload to the border inspection system.

Uploading a batch file

Step	Action
1	<p>On the homepage, upload a batch file by using one of the methods below:</p> <ul style="list-style-type: none"> • click on the I need to upload a batch file button in the middle of the screen, or • select the Manage records tab at the top left of the screen and select Upload Batch File from the list on the left-hand side of the screen:  <p>The screenshot shows the NZ Transport Agency (NZTA) Border Inspection System homepage. At the top, there is a navigation bar with 'Home' and 'Manage Records' tabs. Below this, a 'Getting started!' section contains three buttons: 'I need to create a new Border Inspection Record', 'I need to upload a batch file' (circled in red), and 'I need to submit images'. Below the buttons is a large image of a car on a road with speed limit signs. At the bottom, there is a footer with copyright information and the NZTA logo.</p>
2	<p>A new window will open requesting that you select a file to upload:</p>  <p>The screenshot shows a dialog box titled 'Upload Batch File' with the text 'Select a batch file'. There is a text input field, a 'Browse...' button, and 'OK' and 'Cancel' buttons. The dialog box is overlaid on the same homepage as in the previous step.</p>
3	<p>Click on Browse... to locate the batch file stored on your system.</p>
4	<p>After you have selected the relevant file, click on OK.</p>

Batch file specifications

- The file must be supplied in an xml format that meets the NZ Transport Agency (NZTA) border inspection schema. For a copy of the schema, refer to the technical specifications that were supplied with your NZTA contract.
- Images and jpegs are to be incorporated as part of the inspection record and included in the xml file

- The following fields must be populated in upper case:
 - » UnknownMake (eg KAMAKUSA)
 - » ImporterName (eg FAST CARS INC)
- The following fields must be populated in title case:
 - » UnknownPort (eg Whanganui, not whanganui or WHANGANUI)
 - » UnknownSite (eg Pokeno, not pokeno or POKENO).

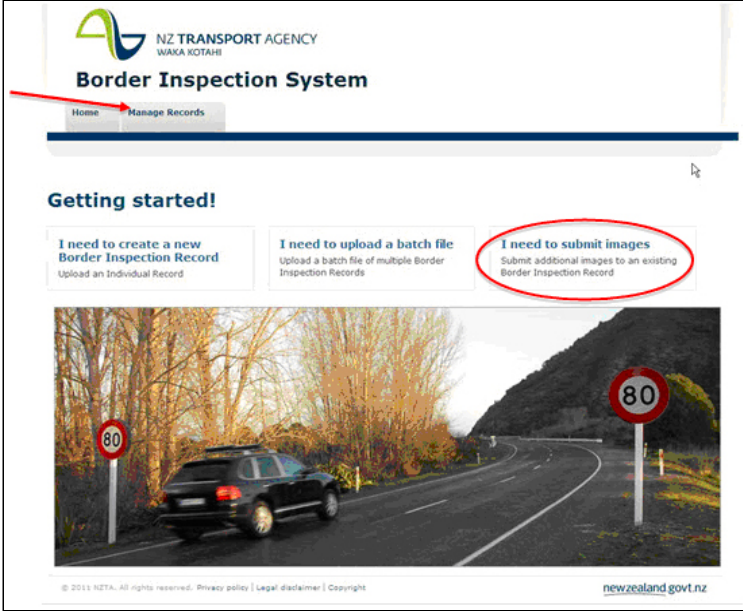
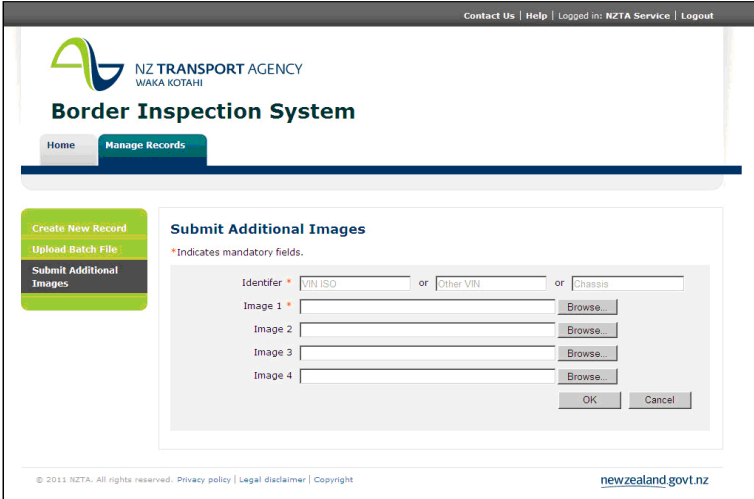
Adding additional images to an existing record

7 Adding additional images to an existing record

Overview

- An additional four images may be added to an existing border inspection record
- Additional images must be located, selected and then submitted for inclusion with an existing inspection record
- Additional images can only be uploaded to one inspection record at a time.

Adding additional images

Step	Action
1	<p>On the homepage, add additional images by using one of the methods below:</p> <ul style="list-style-type: none">• click on the I need to submit images button in the middle of the screen, or• select the Manage records tab at the top left of the screen and select Submit additional images from the list on the left-hand side of the screen: 
2	<p>A new window will open that provides browser capability to enable additional images to be selected:</p> 

Step	Action
3	Enter the Identifier associated to the existing inspection record that you wish to add the images to. This will be either: <ul style="list-style-type: none"> • VIN ISO, or • Other VIN. Note: VIN ISO cannot include: 'O' for Oscar, 'I' for India or 'Q' for Quebec, and must be 17 characters in length.
4	Next to Image 1 , click on Browse... to locate the image to be uploaded. Refer to the Attachments section for attachment specifications.
5	Once selected, the name of the image for uploading will be displayed in the Image 1 box.
6	Use the Image 2, 3 and 4 boxes to upload more images, if necessary, clicking on Browse... beside each box to locate the images to be uploaded.
7	After you have uploaded all necessary images, click on OK .

Attachments

8 Attachments

Water damage report

When a record indicates that the vehicle has water damage, a water damage report must be included. This is stored as a jpeg file and submitted with the initial record:

- only one water damage report is permitted for inclusion with a record
- a water damage report cannot be submitted as an additional attachment after the initial record has been entered into the system.

See [Reference material 4](#) for a copy of the water damage report form.

Technical specifications – water damage report

A water damage report jpeg must be a minimum size of 200kb and cannot exceed 400kb.

Photos

When a record indicates that the vehicle has damage, it must have at least one photo attached when the initial record is submitted:

- up to four images can be loaded with the initial record and another four images can be loaded separately for the record after the initial submission.

Technical specifications – photos

All photos supplied with records must meet the following specifications. Each image must:

- be formatted as a JPEG
- 640 x 480 pixels in size
- RGB, 24 bits per pixel
- Minimum DPI of 72, maximum of 180.

Example error messages (screenshots)

9 Example error messages (screenshots)

Error messages

When insufficient or incorrect information is entered by the user, an error message will display.

The message appears at the top of the page in **red font** and fields that require populating are also highlighted in **red**.

Example 1: Create new record

Contact Us | Help | Logged in: NZTA Service | Logout

NZ TRANSPORT AGENCY
WAKA KOTAHĪ

Border Inspection System

Home | **Manage Records**

Create New Record

Upload Batch File
Submit Additional Images

Create New Record

*Indicates mandatory fields.

The following errors have occurred:

- Please enter at least one Vehicle Identifier
- Inspector ID must be entered
- Inspection Date must be entered
- Border Odometer must be entered
- Site must be entered
- Importers Name must be entered
- Importers Address must be entered
- Ship Name must be entered
- Port must be entered
- Country of Import must be entered

Vehicle

Identifier * or or

Make * Other Make

Model *

Inspection

Border Agent: **NZTA**

Inspector ID *

Inspection Date *

Left Hand Drive * No Yes

Border Odometer *

Site * Other Site

VIN On Manifest

Importers Name *

Importers Address *

Ship Name *

Port of Arrival * Details of Other Port

Country of Import *

Damage * No Yes

OK Cancel

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Example 2: Create new record

Contact Us | Help | Logged in: NZTA Service | Logout

NZ TRANSPORT AGENCY
WAKA KOTAHI

Border Inspection System

Home | **Manage Records**

Create New Record

Upload Batch File

Submit Additional Images

Create New Record

*Indicates mandatory fields.

The following errors have occurred:

- Damage Notes are required
- Damage Photos are required
- A Water Damage Report is required

Vehicle

Identifier * VIN ISO or Other VIN or 12345678

Make * TOYOTA Other Make

Model * Corona

Inspection

Border Agent: NZTA

Inspector ID * 1233

Inspection Date * 2011/07/01

Left Hand Drive * No Yes

Border Odometer * 00000

Site * Yokohama Other Site

VIN On Manifest

Importers Name * Smith

Importers Address * 123 The Road

Ship Name * abc

Port of Arrival * Auckland Details of Other Port

Country of Import * Japan

Damage * No Yes

Structure Damage * No Yes

SRS Damage * No Yes

Fire Damage * No Yes

Water Damage * No Yes

Damage Notes *

Damage Photo 1 * Browse...

Damage Photo 2 Browse...

Damage Photo 3 Browse...

Damage Photo 4 Browse...

Water Damage Report * Browse...

OK Cancel

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Example 3: Submit additional images

Contact Us | Help | Logged in: NZTA Service | Logout

NZ TRANSPORT AGENCY
WAKA KOTAHI

Border Inspection System

Home | **Manage Records**

Create New Record

Upload Batch File

Submit Additional Images

Submit Additional Images

*Indicates mandatory fields.

The following errors have occurred:

- Please upload at least one photo

Identifier * VIN ISO or Other VIN or 123456789

Image 1 * Browse...

Image 2 Browse...

Image 3 Browse...

Image 4 Browse...

OK Cancel

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Notice to the importer

Notice to the importer

The border inspector flagged this vehicle as non-compliant when imported into New Zealand.

Call NZ Transport Agency Waka Kotahi on 0800 699 000 if you need more information.

You must present this vehicle to an NZTA-approved entry certifier before carrying out any repairs.

Do not remove this label until inspected by an entry certifier



04/24

- Damage
- Water/fire
- Rust
- SRS
- ITS Connect
- ESC
- External
- Underbody
- Internal
- Front
- Rear
- Side
- Left
- Right

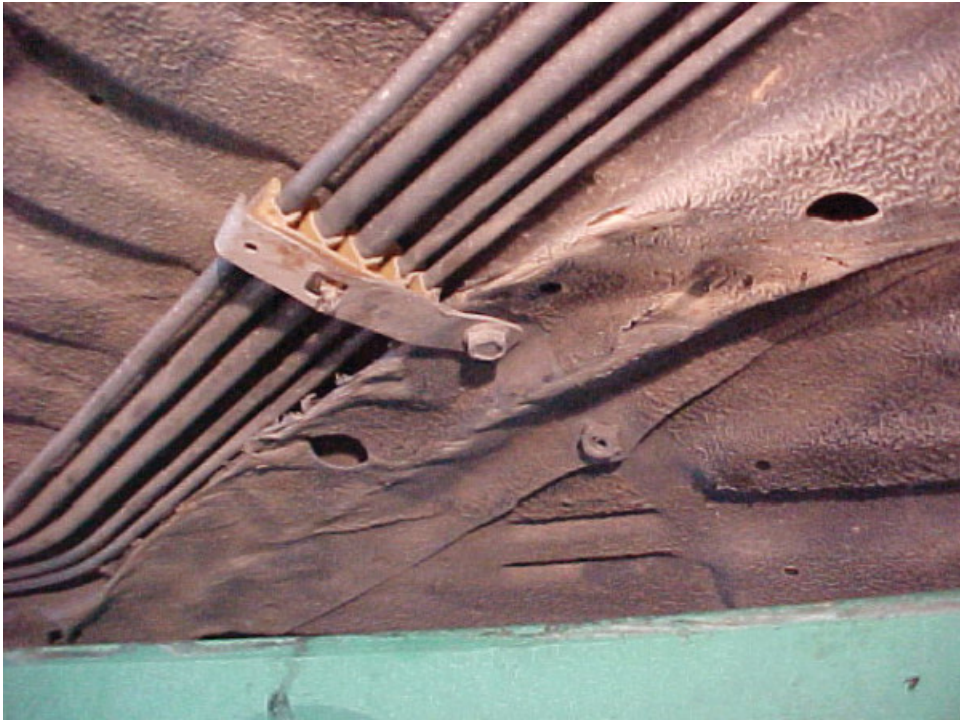
Image updated 19 April 2024

4 Report on water damaged vehicles

[Water damage report](#) (PDF)

Version: August 2024



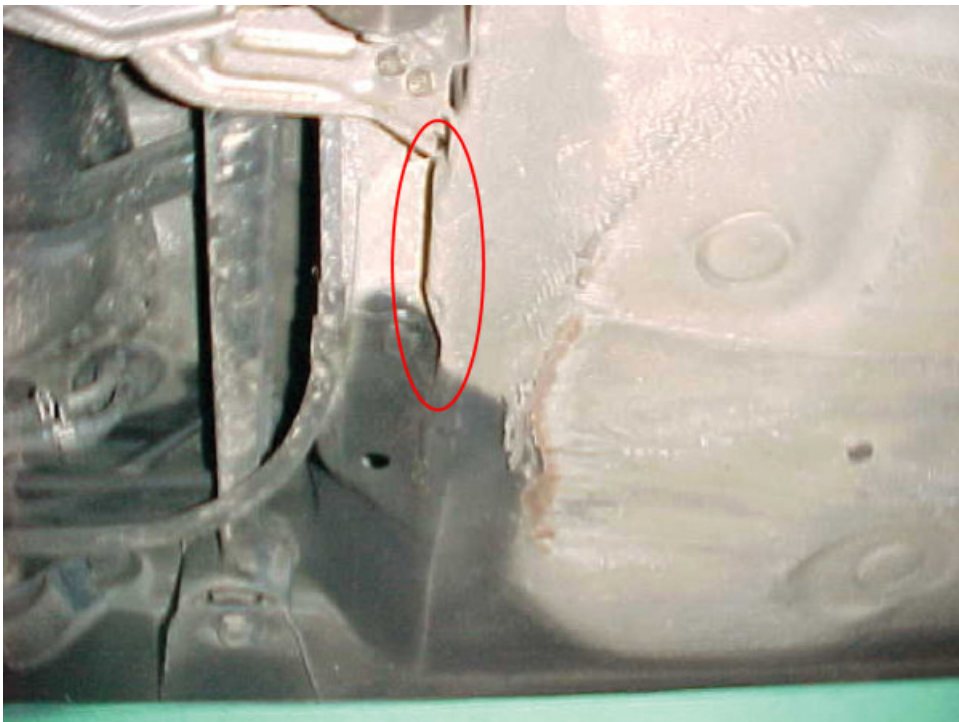
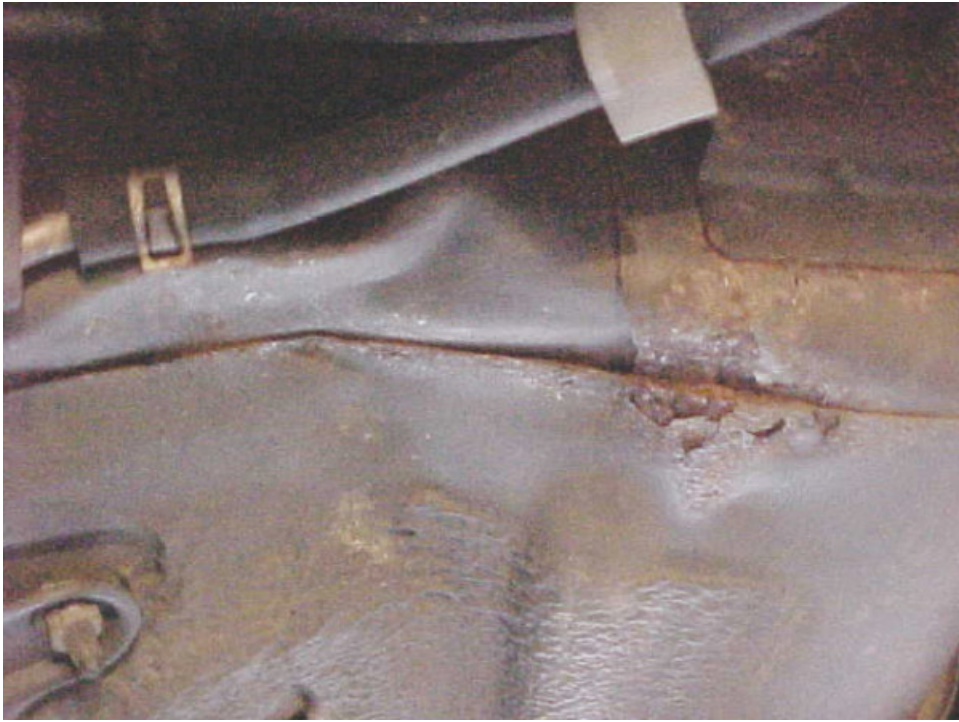


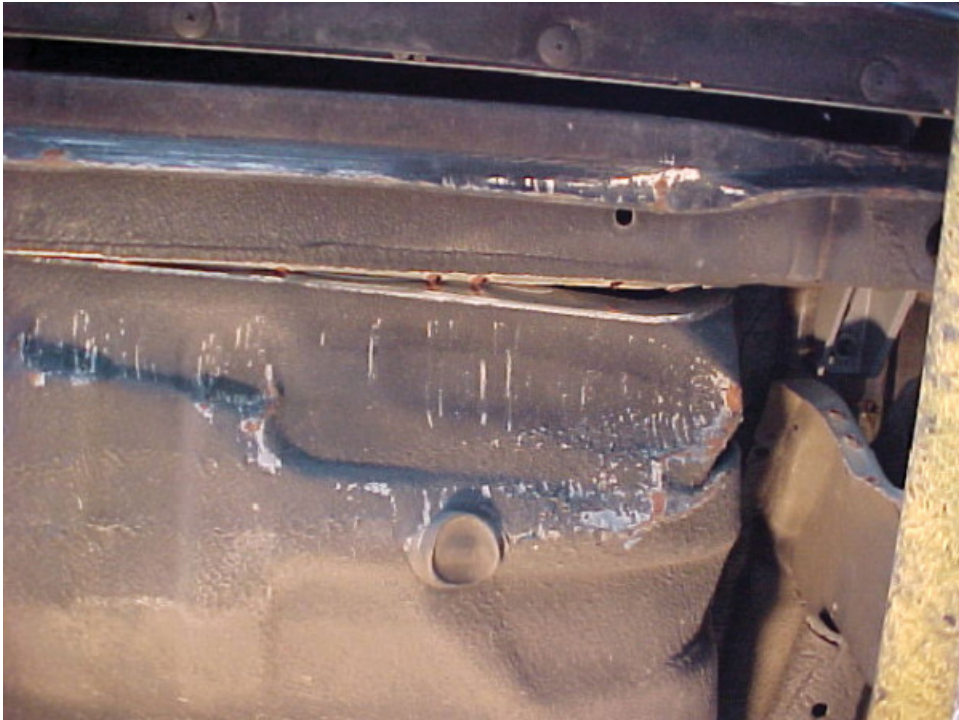


Page amended 21 February 2024 (see [amendment details](#))

5-2 Under body damage: splitting of seam wells

Under body damage: splitting of seam wells





5-3 Under body damage: tearing of the metal

Under body damage: tearing of the metal

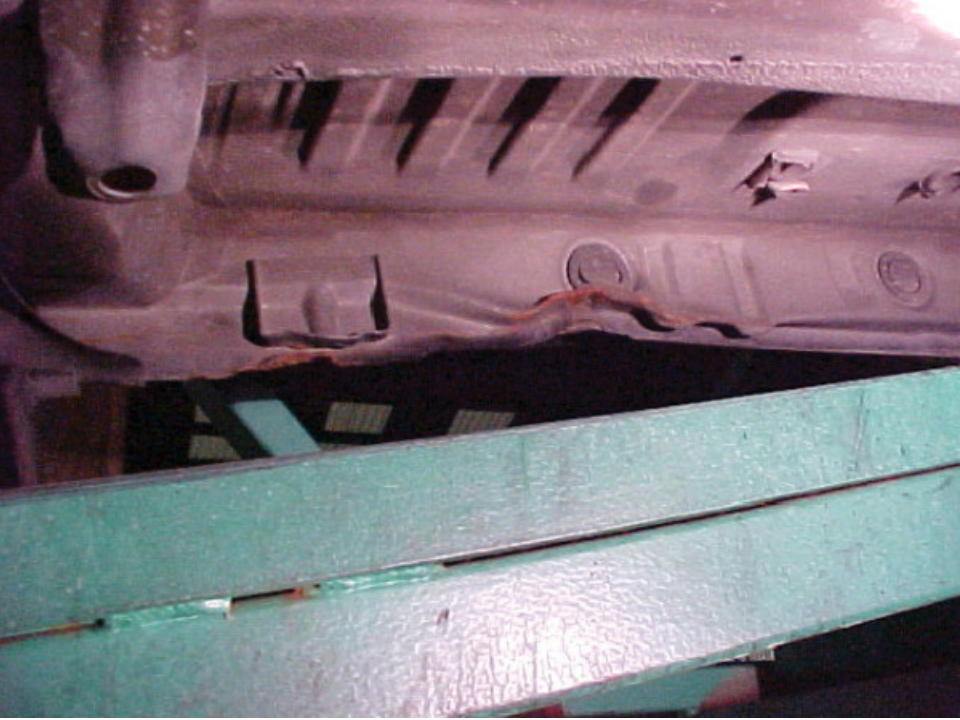




5-4 Damage to rocker panels and cant rails

Damage to rocker panels and cant rails

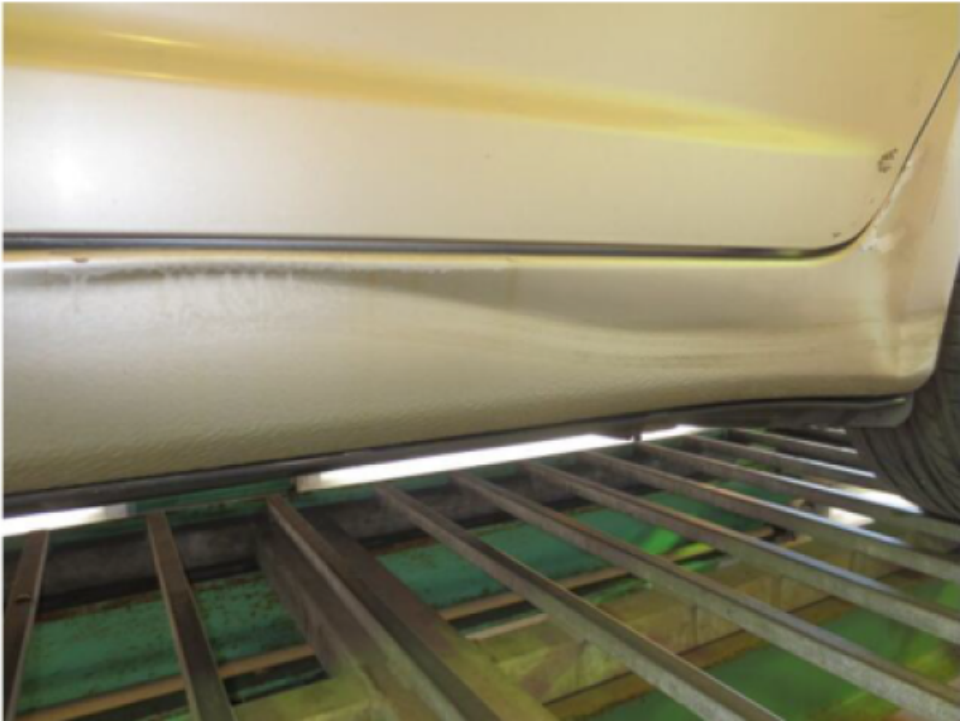
Rocker panels













Cant rails



Page amended 1 October 2023 (see [amendment details](#)).

5-5 Rear quarter/dogleg













5-6 Dogleg flag

Look for discrepancies in the door gap.













5-7 Distortion to longitudinal rails: front and rear crush zones

Distortion to longitudinal rails: front and rear crush zones



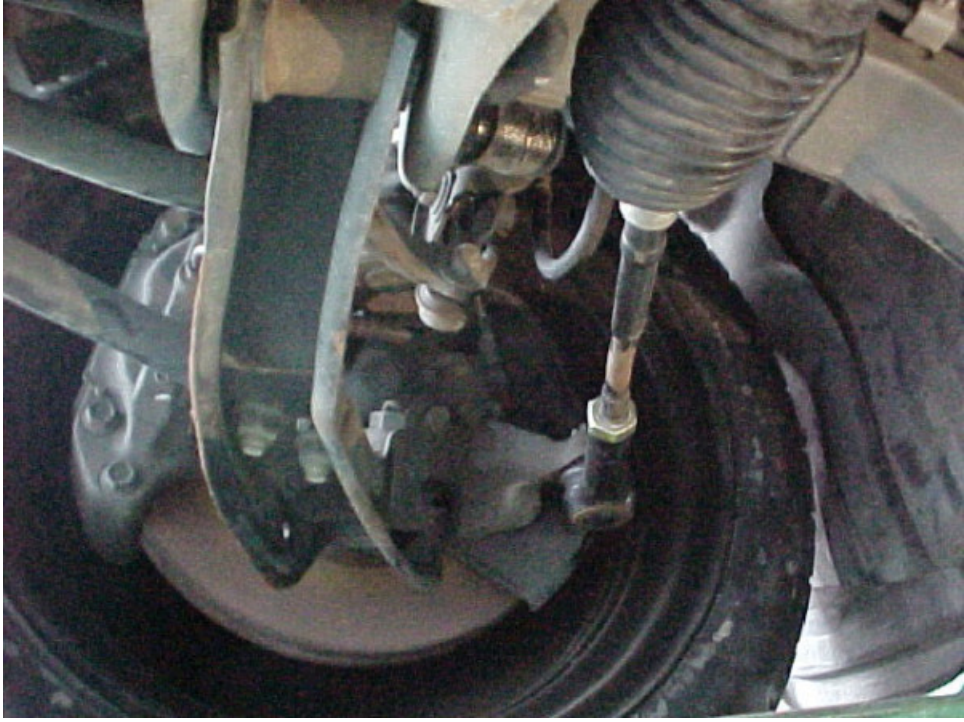


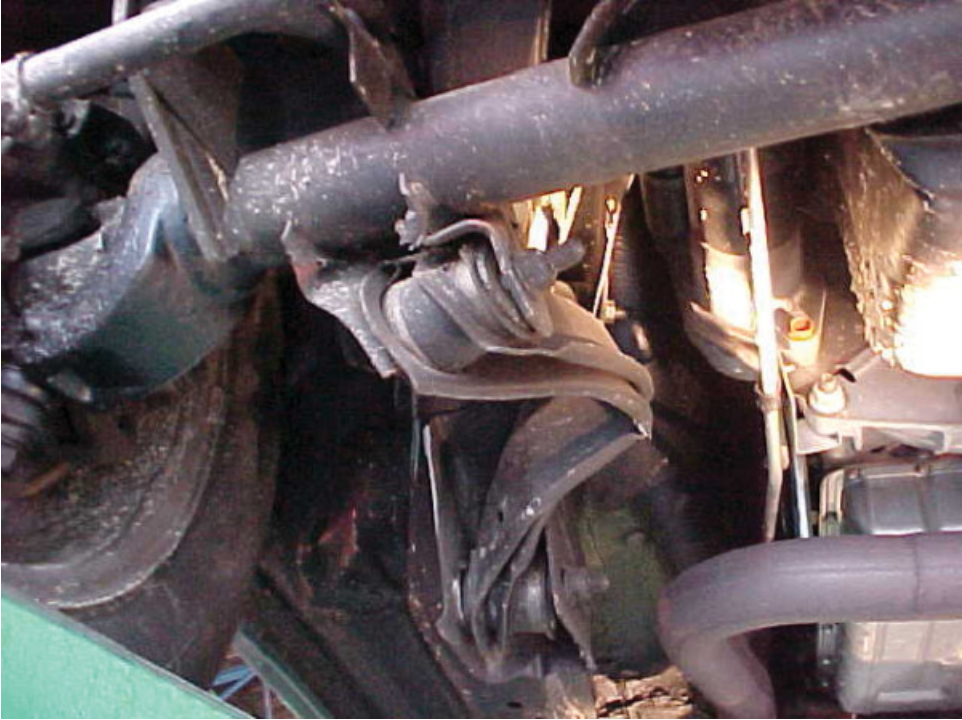


5-8 Collision damage to steering or suspension components

Collision damage to steering or suspension components









5-9 Damage to the vehicle's outer body panels: seam or joint integrity

Damage to the vehicle's outer body panels which affect the integrity of any of the seams or joints installed by the vehicle manufacturer (and may have also caused secondary damage - further inspection may be required)



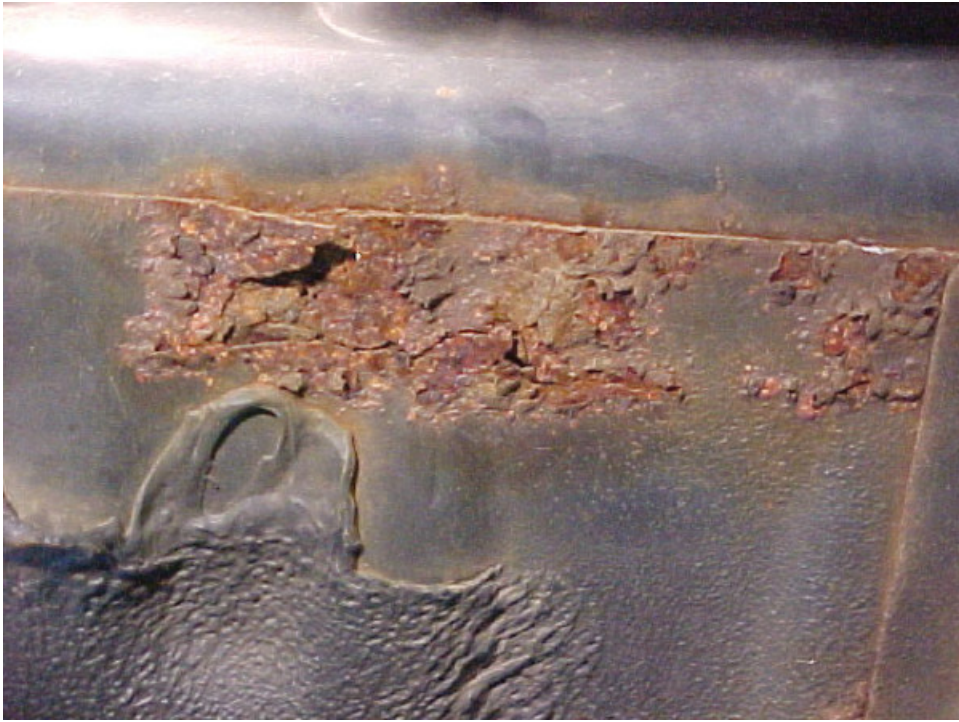


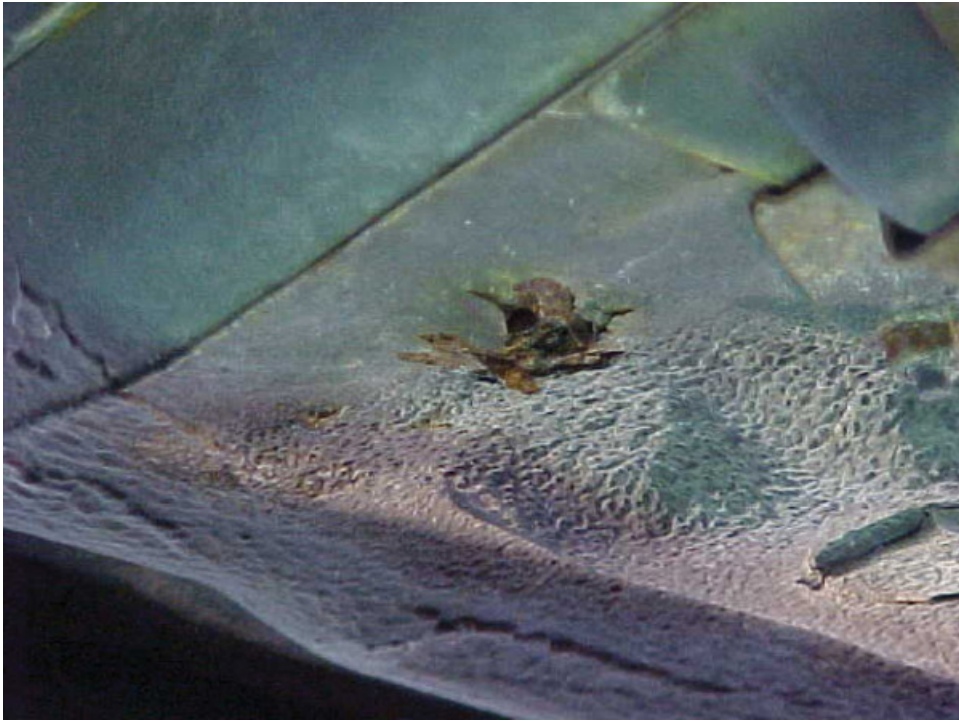


**5-10 Corrosion which has resulted in perforation or flaking of the metal:
Nissan Terrano and Mistral**

When inspecting Nissan Terranos or Mistrals always check for corrosion of the floor under the rear seat (examples are shown in the first three photos below).





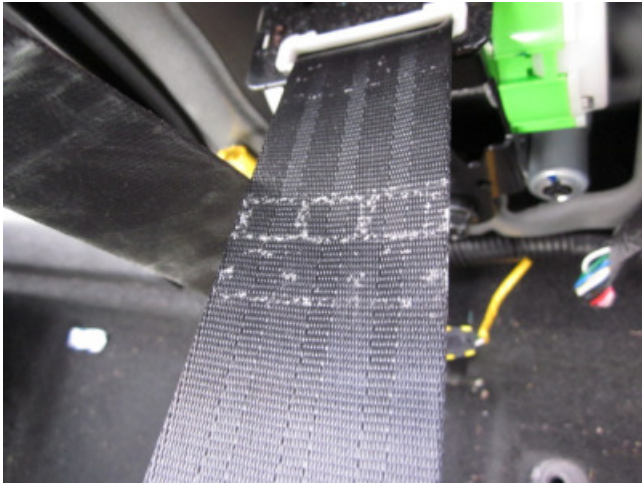




5-11 Water damaged vehicles

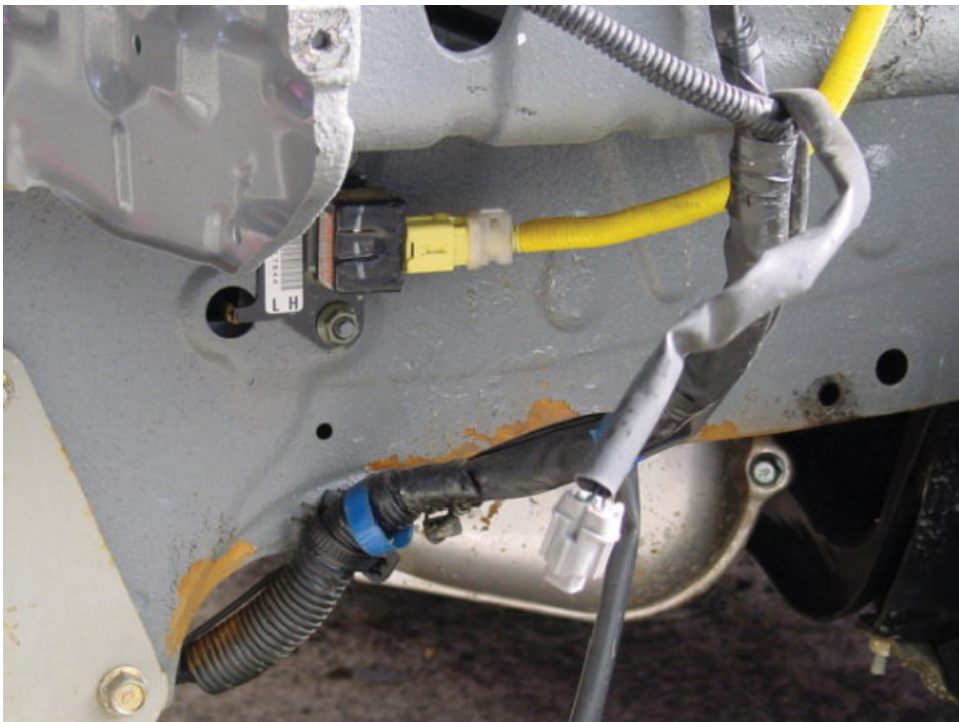
Water damaged vehicles





5-12 Heat and fire damaged vehicles

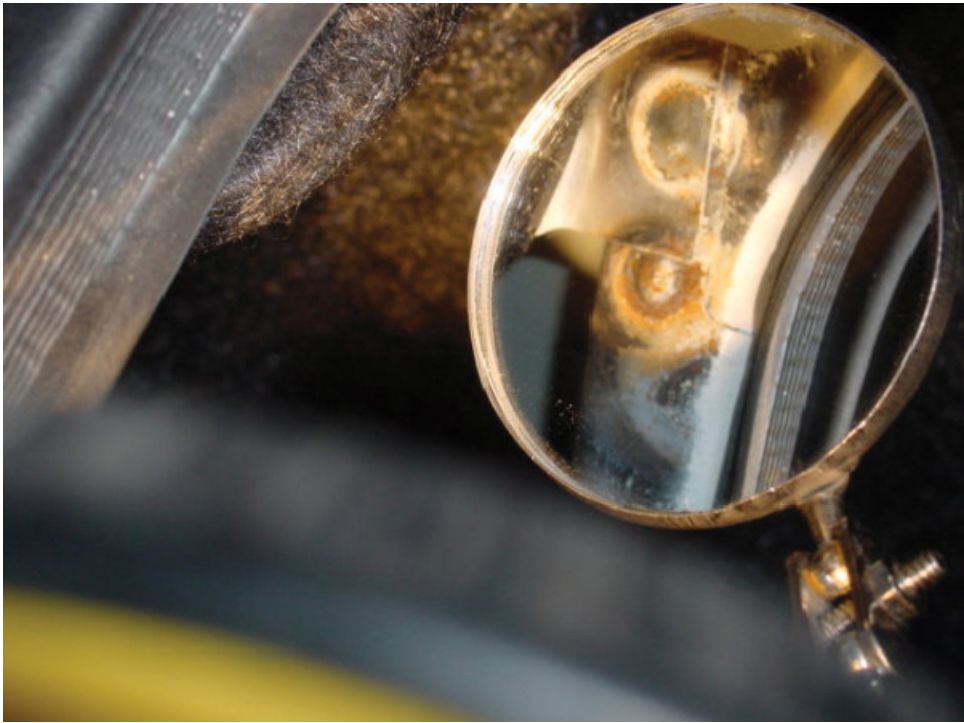
Heat and fire damaged vehicles

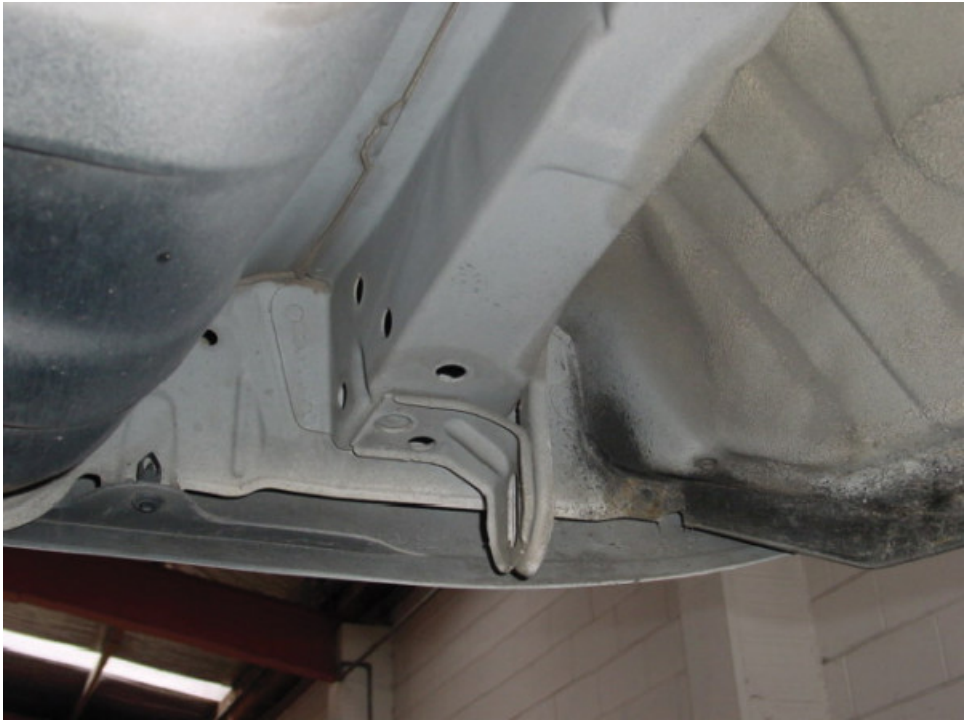




5-13 Examples of repairs

Examples of repairs











Examples of minor non-structural cosmetic damage

6-1 Front guards

Front guards









6-2 Sills/rocker panels (minor damage)

Sills/rocker panels (minor damage)









6-3 Minor/cosmetic damage: rear quarter panel and dogleg

Minor/cosmetic damage: rear quarter panel and dogleg











6-4 Minor/cosmetic damage: floor pan stiffening members

The minor/cosmetic damage in these images doesn't need to be referred to a repair certifier.





Page added 21 February 2024 (see [amendment details](#))

7a Checksheet specifications (vehicles inspected in NZ)

Overview

The NZTA preference is to have one standard checksheet that is used by all border inspection service providers.

General requirements applicable to all checksheets

- The checksheet must contain an 'Appointed by NZ Transport Agency' logo. Please email Design and Brand for requirements for the use of the logo.

designandbrand@nzta.govt.nz

- The checksheet must contain the version number and/or version date of the checksheet (eg 5/09, indicating that the checksheet was last approved/changed in May 2009).
- The checksheet must include the following information:
 - The words: 'Complaints regarding border inspection issues should be first directed to the border inspection organisation'. Additional words may be added to the checksheet to meet the requirements for complaint statements contained in the Introduction section of the VIRM.

Introduction

- The words 'NZ Transport Agency reserves the right to recheck any vehicle following an inspection.'

Items to be on the checksheet

- The checksheet shall contain all the items to be recorded and checked by the vehicle inspector during a border inspection.
- Any additional items included must be relevant to the inspection requirements in the VIRM.

Items required to be recorded on all checksheets

- Inspecting organisation name
- Address where inspection was carried out
- Vehicle make
- Vehicle model
- Vessel name
- Voyage number (optional)
- Vehicle Identification Number (VIN)
- Inspection date
- Vehicle Inspector's name
- Vehicle Inspector's signature
- Indication of vehicle structural inspection pass or fail
- Diagram of vehicle/s
- For damaged vehicles a check list (see below) detailing type of damage and where damage is located on the vehicle:
 - Damage
 - Rust
 - External
 - Under body
 - Internal
 - Front
 - Rear
 - Side
 - Left
 - Right
- Odometer reading
- Left-hand-drive/right-hand-drive
- Provision for notes to be recorded.

7b Checksheet specifications (vehicles inspected outside NZ)

Overview

The NZTA preference is to have one standard checksheet that is used by all border inspection service providers.

General requirements applicable to all checksheets

- The checksheet must contain an 'Appointed by NZ Transport Agency' logo. Please email Design and Brand for requirements on the use of the logo.

designandbrand@nzta.govt.nz

- The checksheet must contain the version number and/or version date of the checksheet (eg 5/09, indicating that the checksheet was last approved/changed in May 2009).
- The checksheet must include the following information:
 - The words: 'Complaints regarding border inspection issues should be first directed to the border inspection organisation'. Additional words may be added to the checksheet to meet the requirements for complaint statements contained in the Introduction section of the VIRM.

Introduction

- The words 'NZ Transport Agency reserves the right to recheck any vehicle following an inspection.'

Items to be on the checksheet

- The checksheet shall contain all the items to be recorded and checked by the vehicle inspector during a border inspection.
- Any additional items included must be relevant to the inspection requirements in the VIRM.

Items required to be recorded on all checksheets

- Inspecting Organisation name
- Address where inspection was carried out
- Vehicle Make
- Vehicle Model
- Vehicle Identification Number (VIN)
- Inspection date
- Vehicle Inspector's name
- Vehicle Inspector's signature
- Indication of vehicle structural inspection pass or fail
- Diagram of vehicle/s
- For damaged vehicles a check list (see below) detailing type of damage and where damage is located on the vehicle
 - Damage
 - Rust
 - External
 - Under body
 - Internal
 - Front
 - Rear
 - Side
 - Left
 - Right
- Odometer reading
- Left-hand-drive/right-hand-drive
- Provision for notes to be recorded.

The border inspected sticker

Shown below is an example of the 'border inspected' sticker.

- Note that logos of the border inspection organisation will be in the top or bottom right corner.

BORDER INSPECTED

Sticker image updated 18 April 2024.

Procedure for inspecting vehicles ... without having the NZTA border inspection

Procedure for inspecting vehicles that have been released from a Customs controlled area (CCA) or MPI transitional facility (TF) without having the NZTA border inspection

Before carrying out the NZTA border inspection the following procedures must be followed:

Verify the date when the vehicle arrived in New Zealand by sighting either a Customs clearance document or a MPI bio-security clearance certificate.

Inspect the vehicle to verify that the vehicle identification number (VIN) is the original identifier that was fitted by the vehicle manufacturer.

Carry out the NZTA border inspection and data transfer process.

Collect the NZTA border inspection fee as part of the cost of inspection.

10 Inspection of motorcycles

Vehicles imported from Australia

Every vehicle imported from Australia will need to have a Personal Property Securities Register (PPSR) certificate downloaded from <https://transact.ppsr.gov.au/ppsr/SearchForMotorVehicle?v=Search>

If the certificate identifies the vehicle as 'written off' it must be reported as damaged and a copy of the PPSR certificate uploaded into the Border Inspection system.

When inspecting motorbikes the areas to inspect are:

The front forks, and their operation

- This is done by pushing down on the front forks of the bike and watching the fork operation
- Make sure the operation is smooth
- Make sure there is no binding felt when doing this.

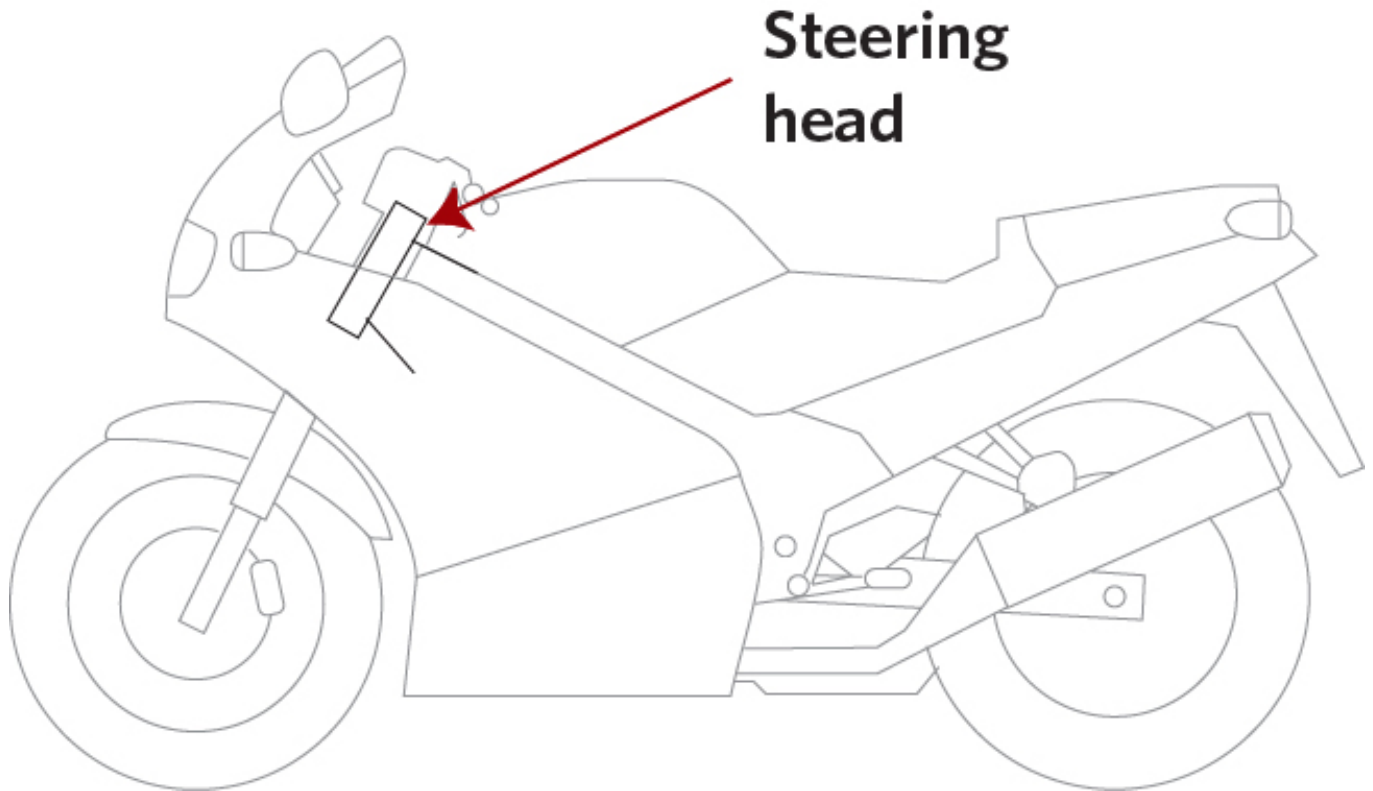
Steering head area for misalignment

- Carry out a good inspection of this area, making sure the head angle is per factory and not bent, pushed back or fractured.

The motorbike frame

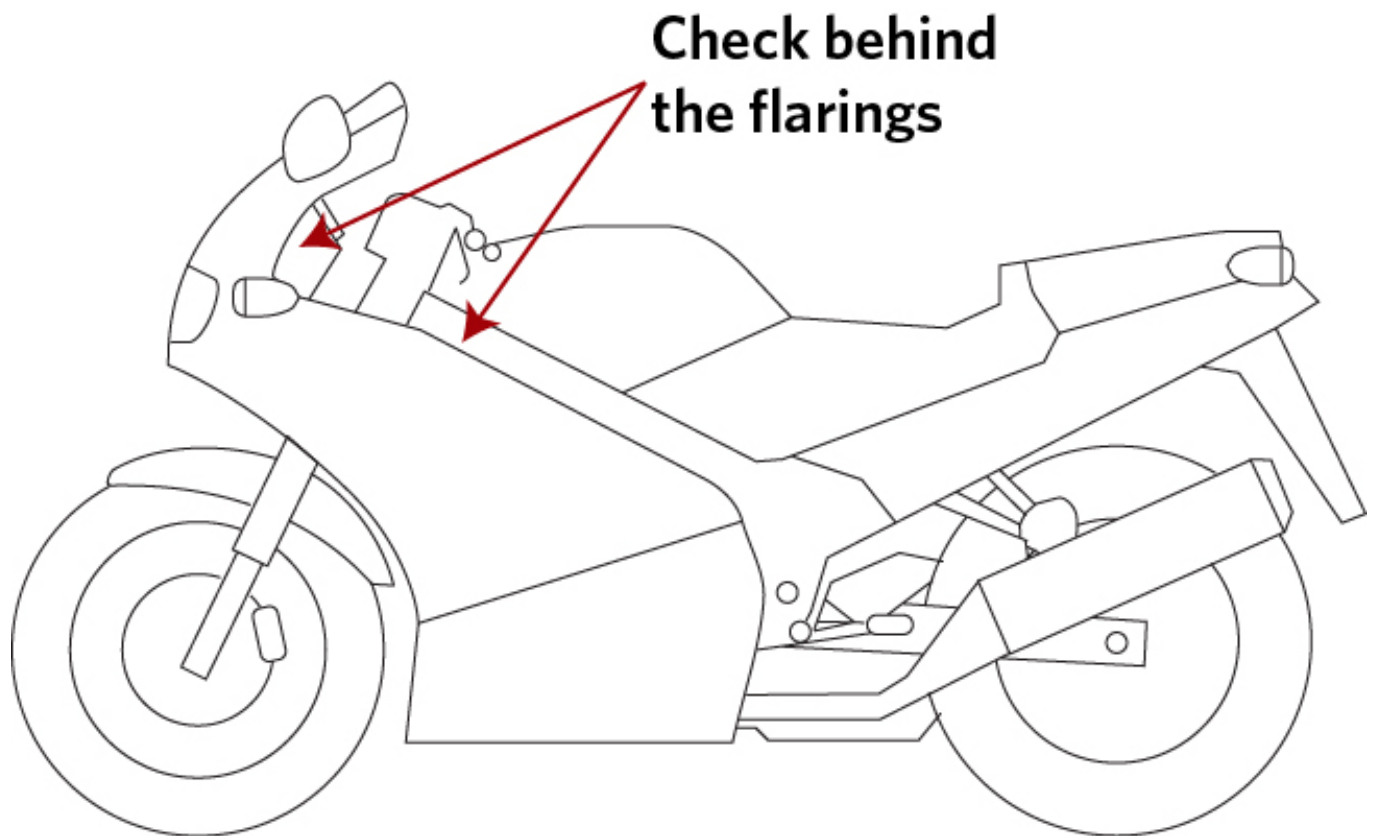
- Look for previous repairs as well as existing damage
- This is carried out by a good general inspection of the frame and factory welded joints and seams. You're looking for stress markings in the weld or seam areas and or signs of previous repairs such as file marks miss matched paint or existing damage.

Figure 10-1-1. VIN number location



VIN number is found on the steering head, stamped into the metal.

Figure 10-1-2. Plastic flarings



Modern motorbikes have a lot of plastic flarings covering the frame.
It is important that the inspector check behind these flaring's for damage.

Figure 10-1-3. Stripped down bike frame

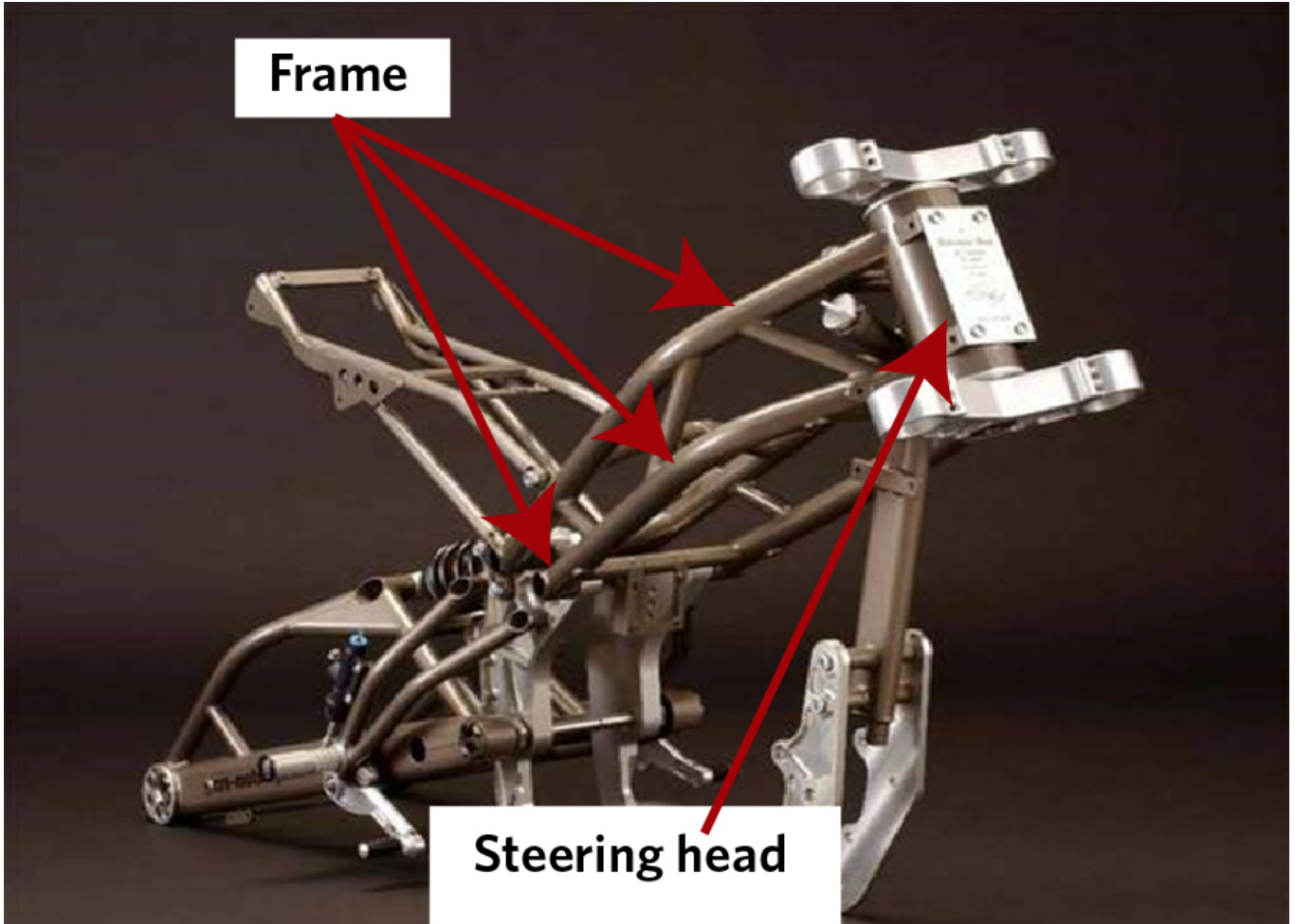


Figure 10-1-4. Check the frame



Check frame for damage