


Notification Form WA3 Small Winemaker Exemption

Before you start, let's check that you have everything you need:

- You are filling in this form because you meet the criteria under Regulation 5A of the Wine Regulations 2006 (Wine Regulations), which exempts winemakers from the requirement to register a WSMP. To check the criteria, go to www.legislation.govt.nz and search for "Wine Regulations 2006".
- If your business is a registered limited liability company, a copy of the company registration certificate and your New Zealand Business Number (NZBN). See www.companies.govt.nz
- Your application fee of **\$155.25** (incl. GST) for small winemaker exemption registration.

Read these notes before you start filling out the form:

IMPORTANT NOTE: Any wine made in premises that is not covered by a Wine Standards Management Plan will not be eligible for export.

- This form must be used when applying to register for small winemaker exemption under Regulation 5A of the Wine Regulations 2006, which exempts winemakers from the requirement to register a WSMP. Refer to application form guidelines for more information on completion of this form.
- In the event that you no longer meet the criteria for the exemption, you must register a WSMP with the Director-General of MPI in accordance with section 16 of the Wine Act 2003.
- Your business details will be published by MPI on a list of exempted winemakers to aid in the identification of those that meet the exemption criteria.
-  This icon is used when you need to make a decision. The question will help you decide whether you need to complete a particular section.
- Throughout this form you will need to tick boxes that look like this: . A checked box indicates a 'yes' answer.
- Send the completed application form together with the fee, and any other documentation required (see below) to MPI at the above address. We prefer email files. Processing time is up to 20 working days from the time we determine that your application is complete.
- If there are any changes to the details provided in this application after the application has been sent to MPI, you must promptly inform us of the changes in writing.
- Refer to the Privacy Act 1993 and Official Information Act 1982 notices at the end of this form regarding collection of information by MPI.

Frequently used terms

WSMP = A Wine Standards Management Plan (WSMP) is a plan designed to identify, control, manage, and eliminate or minimise hazards and other risk factors in relation to the making of wine in order to ensure that the wine is fit for its intended purpose.

GST = Goods and service tax

MPI = Ministry for Primary Industries

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Processing time is up to 20 working days from the time we determine that your application is complete.



Question A: Is this a new or renewal application?

- New → Complete Section 1 and all other relevant sections.
 Renewal → Complete Section 1 and all other relevant sections, clearly indicating where details have changed.

Section 1. Full Legal Name

Registered company name or partnership names (including the trading name) or individual name.

Attach a copy of the company name registration from the New Zealand Companies office (www.companies.govt.nz)

Section 2. New Zealand Business Number (NZBN)

Provide your NZBN here. If you want more information about NZBN's, including how to get one, see www.nzbn.govt.nz

Section 3. Business Address and Contact Details

Street/Physical (location of actual premises)		Postal, including post code (for communication)	
Tel		Mobile	
Email	By entering an email address you consent to being sent information and notifications electronically, if required.		





Question B: Is the applicant a registered company with a different registered office address to the physical/business address in Section 3?

- Yes → Complete Section 4
 No → Go straight to Section 5

Section 4. Registered Company Address and Contact Details			
Only complete if the applicant is a registered company and the registered office address is different from the physical/business address in section 3.			
Registered office address		Tel	

Section 5. Exemption Criteria
Complete this section to confirm that you meet the exemption criteria in regulation 5A of the Wine Regulations.
<input type="checkbox"/> I, or the winery to which this notification relates, expect to produce no more than 20,000L wine over the next 2-year period. <input type="checkbox"/> None of the wine made under the exemption will be exported. <input type="checkbox"/> The dates on which the 2-year period is to begin and end are: Begins: / / (dd/mm/yy) Ends: / / (dd/mm/yy)
The dates above cannot occur prior to submitting WA3 form to MPI. In other words, exemption cannot be retrospective.

Section 6. Applicant Statement			
I confirm that:			
1. I am authorised to act on behalf of the company to notify MPI that the winemaker meets the exemption criteria outlined in regulation 5A of the Wine Regulations, or am a person with legal authority to act on behalf of such a person; and 2. The information supplied in this notification is truthful and accurate to the best of my knowledge; and 3. I am aware that the exemption is from Subpart 1 of Part 2 of the Wine Act only and that all other requirements of the Wine Act and its associated standards and requirements continue to apply; and 4. I understand that any wine made under this exemption will not be eligible for export; and 5. I understand that the winemaker must register a WSMP with MPI where criteria for the exemption no longer apply; and 6. I agree to MPI publishing the name and physical address of the business that meets the exemption criteria.			
Name		Job Title	
Signature		Date	

Section 7. MPI Service Charge

ON PAYMENT THIS BECOMES A TAX INVOICE GST No: 64-558-838

APPLICATION FEE: \$155.25 incl. GST.

PAYMENT OPTIONS: Payments comprising multiple fees must be supported by a remittance advice. Please attach your advice to this application or send it separately to: **MPI Approvals, PO Box 2526, Wellington 6140.**

MPI does not accept cash. Payment must be made using one of the following methods. (Please tick and fill in the appropriate section.)

DIRECT CREDIT:

1. Pay into Bank Account no. **03 0049 0001709 002**
2. In the 'Reference' details, put the code: **SWME**
3. Enter the date of deposit and your name (payee) on this form below:

**Date of
Deposit**

**Your Name
(Payee)**

CHEQUE:

1. Make the cheque payable to **Ministry for Primary Industries.**
2. Attach the cheque to this application.

CREDIT CARD:

1. To pay by credit card (Visa or MasterCard) go to <https://www.mpi.govt.nz/food-safety/payments> and follow the instructions.

Collection of Information

Collection of Personal Information

Pursuant to Principle 3 of the Privacy Act 1993, we advise that:

- This information is being collected for the purpose of notification of eligibility for exemption from the requirement of registering a wine standards management plan under the Wine Act 2003; and
- The recipient of this information, which is the agency that will collect and hold the information, is the Ministry for Primary Industries, PO Box 2526, Wellington 6140; and
- Some of the information collected will be displayed on a public register; and
- The collection of information is authorised under regulation 5A of the Wine Regulations 2006. The provision of this information is necessary in order to obtain a regulation 5A exemption; and
- The supply of this information is voluntary; however, failure to provide the requested information is likely to result in a return of this application form to the applicant, and delay your notification for exemption; and
- Under Principles 6 and 7 of the Privacy Act 1993, you have the right of access to, and correction of, any personal information that you have provided.

Collection of Official Information

All information provided to the Ministry for Primary Industries is official information and may be subject to a request made under the Official Information Act 1982.

If a request is made under that Act for information you have provided in this application, the Ministry for Primary Industries will consider any such request, taking into account its obligations under the Official Information Act 1982 and any other applicable legislation.