



NICNAS Registration

FORM NR-3

Final Statement of Introduction

for the registration period (1 September to 31 August)

As your company was registered at the Tier 2 level during the registration year, you are required to provide a final statement of introduction to the Director of NICNAS. If you are a small business with less than 20 employees, we would appreciate an estimate of the time taken to complete this form. (See section 6.)

This form MUST be returned to NICNAS by 31 October and applies to the previous registration year.

NICNAS registration number

1. Business or Importer/Manufacturer details

Business name: _____

Trading name: _____

Mailing address: _____

_____ Town/Suburb _____ State _____ Postcode

Contact person: *Mr/Ms/Miss/Mrs/Dr* _____

Phone: _____ Fax: _____ Email: _____

2. Original estimate: your estimate at the time of registration

In your application for registration, you estimated that the total value of relevant industrial chemicals to be introduced (i.e. imported and/or manufactured) during the registration year (1 Sept to 31 Aug) would be:

\$500,000 or more, but less than \$5,000,000

Based on this estimate, your company registered at the Tier 2 level. With the end of the registration year, you are required to confirm your actual value of introduction and hence, your registration level.

> Go to section 3

Processing use only

Date statement received: _____ Date final assessment sent: _____

Change to level: Yes No

Additional charge payable Date payment received _____
or

Registration charge refundable Date refund requested _____ Date sent _____

FINAL STATEMENT

3. Confirmation of the value of introduction

I confirm that the total value of relevant industrial chemicals actually introduced in the registration year was:
(please tick one)

- \$500,000 or more, but less than \$5,000,000.
Your registration was at the appropriate level. Skip section 4 and go directly to section 5.
- \$5,000,000 or more. > **Go to section 4.**
- less than \$500,000. > **Go to section 4.**

4. Total value of relevant industrial chemicals actually introduced in the registration year

Value of chemicals imported _____ (a)

Value of chemicals manufactured _____ (b)

Total value of chemicals introduced (i.e. imported and/or manufactured) _____ (a + b)

Based on the total value of introduction (a + b above), an assessment of your registration will be made by NICNAS and your registration charge will be adjusted according to this value. > **Go to section 5.**

5. Declaration

'I declare that the information provided in this form is true and accurate. I understand that there are penalties under for deliberately providing false and misleading information.

I also understand that as part of the NICNAS Compliance Program, I may be required to produce documentary evidence confirming the amounts of my introductions if I am audited by NICNAS.'

Name: _____ Position _____

Signature: _____ Date: _____

6. Feedback - for small business (less than 20 employees, only)

Please provide an estimate of the time taken to complete this form. Include the time actually spent reading the instructions, obtaining the information and completing the form, as well as the time spent by all employees in collecting and providing this information.

hours minutes

Please send completed form to NICNAS.

Thank you.

NICNAS
NICNAS Registration
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Enquiries
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