



The following information is to be provided with any request for an APA pre-application meeting. This information will be used to assist IR in preparing for the meeting, including the allocation of the appropriate resources.

Complete **parts A and B** if the application is for the **renewal** of an existing or recently expired APA.

Complete **parts A and C** if this is a **new APA** application i.e., the applicant has not previously had an APA covering these transactions or a previous APA expired more than one year ago.

Part A: Contact and Applicant Details

- 1. Provide the contact details for the person responsible for this application.

Contact name	
Telephone number	
Email	

- 2. Provide the following applicant details.

Name of applicant	
IRD number	
Name of applicant's immediate parent	
Tax jurisdiction of immediate parent	
Name of applicant's ultimate parent	
Tax jurisdiction of ultimate parent	

Part B: APA Renewal

Only complete this part if this application is for the renewal of an existing or recently expired APA.

- 3. Provide the Ruling number of the existing or recently expired APA.

Prior Ruling number	
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- 4. Briefly describe any material change of activities or transactions necessitating a change in transfer pricing methodology from the previous APA. (If no material changes have occurred, indicate "n/a").



Part C: New APA

Only complete this section if this application is for a new APA, i.e., the applicant has not previously had an APA covering these transactions or a previous APA expired more than one year ago.

5. Briefly describe the principal activities of the applicant.

6. Provide the following summary financial information for the applicant.

	Past 3 years actual			Forecast during APA period				
				Yr1	Yr2	Yr3	Yr4	Yr5
Revenue								
EBITE								

Notes:

1. Please insert the relevant income tax year for each of the "Past 3 years actual". The column to the left of "Yr1" Forecast should be used for the most recent year, the column to the left of that the second most recent year, etc..
2. EBITE is earnings before interest, tax and extraordinary items.
3. Forecast figures should be the best available estimate at the current time. Indicative figures are sufficient where the applicant does not routinely complete formal forecasting.

7. Provide the following information for each associated party transaction category undertaken by the applicant.

Transaction category (E.g. sale of goods, purchase of goods, provision of services, etc.)	Proposed transfer pricing method	Anticipated annual transaction value during the APA period

8. Provide a brief summary of the critical issue(s) to be addressed in the APA.