



WASHINGTON, DC

Visa Requirements NEW ZEALAND

Required Documents Checklist

ALL TRAVELERS must include the following documents in your package to G3:

- Your original valid signed passport. It must have two blank visa pages facing each other and more than six months before expiry.
- Non-US citizens must provide a copy of their Alien Registration Card (A.R.C.) or U.S. Visa and original I-94.
- One completed and signed visa application form (see attached). Do not fill out Section P (payment information).
- One passport-style (2"x2") photograph taken within the last 6 months, on photo paper and with a plain white background.
- A copy of a recent bank statement. Account numbers may be blacked out for privacy; do not obscure any other information.
- Copy of flight itinerary.

BUSINESS and FLIGHT CREW TRAVELERS must also include:

- A business letter from their U.S. company. This letter must explain the purpose of the trip and provide a financial guarantee. It must be on letterhead and signed by a representative of the company other than the applicant. A sample is attached.
- A letter of invitation from the organization to be visited in New Zealand. Faxed or scanned copies are acceptable (sample attached).

NOTES:

U.S. Citizens do not require visas to New Zealand for visits of less than 90 days.

For visa requests requiring 48 Hour processing, G3 must receive all paperwork no later than 8:30 AM. Please send documents via FedEx or UPS with no signature required.

Send all required documents and the completed Traveler Information form to G3 using a service with tracking such as FedEx or UPS.

Applicable Fees

Embassy Fees for Visa Processing

Visa Type	48 Hours	5 Business Days	10 Business Days
Tourist	\$150.00	\$125.00	\$100.00
Business	\$150.00	\$125.00	\$100.00
Flight Crew	\$150.00	\$125.00	\$100.00

G3 Processing Fees

Visa Type	48 Hours	5 Business Days	10 Business Days
Tourist	\$95.00	\$80.00	\$65.00
Business	\$105.00	\$90.00	\$75.00
Flight Crew	\$95.00	\$85.00	\$70.00



VISAS & PASSPORTS

WASHINGTON, DC

Concierge Level Service Requested
An additional service fee of \$75 per visa will apply.

Visa Order Form
NEW ZEALAND

Traveler Information
1. Traveler Name
Date of Birth
2. Traveler Name
Date of Birth

Travel Details
Date of US Departure:
I must have my passport no later than:
Other visas or passport services requested:

Shipping and Contact Information
This must be a physical address for FedEx delivery; no P.O. Boxes.
Contact Name:
Company Name:
Street Address:
Apt. /Suite:
City:
State: Zip Code:
Home Phone:
Office Phone:
Mobile Phone:
Contact Email (required):
Secondary Email:

Return Shipping
Passports will be returned via Federal Express.
Select One:
3 Business Day Delivery \$19.00
Standard Overnight Delivery \$29.00
8 AM Delivery* \$84.00
Saturday Delivery* \$44.00
Same Day Delivery* Please Call
International Delivery* Please Call
I have included my own airbill (FedEx or UPS only) No Charge
I have included my FedEx or UPS account number: \$5.00

Concierge Level Service
Check here to select Concierge Level Service
Concierge Level Service (CLS) provides G3's highest level of hands-on, customized service on top of our world class standard service. CLS includes the following benefits:
- Dedicated Concierge Level Staff handling your visa request.
- Document review via email before you send in your request.
- Creation of online visa applications (as applicable).
- Personal telephone calls confirming package receipt in G3's office, visa completion and delivery details.
- Tracking of return delivery and follow-up to ensure satisfaction.
- Creation of FedEx airbills for inbound packages to G3 (shipping fees apply).
- Upgrade of FedEx return delivery from Standard to Priority Overnight.
- Emergency Concierge Services and Lost Passport Support.
- Dedicated Concierge email address (CLS@g3visas.com).
An additional fee of \$75.00 per visa will apply to Concierge Level Service requests. Please see the "Our Standard of Service" page on www.g3visas.com for a description of G3's standard service offering.

Payment Information
Please see the attached visa requirements sheet for applicable fees.
Select Payment Type:
Credit Card
Check (company or certified)
Approved Billing Terms
Billing, P.O., Project or Reference Code #
Total Fees from Visa Requirement Sheet:
Embassy Fee x # of Travelers =
G3 Processing Fee x =
Concierge Level Service (Optional) x =
Shipping Fee =
Subtotal:
Add 5% fee for credit card processing:
Total Payment Enclosed:

Send This Form and All Required Documents To:
G3 Washington, DC:
703.276.8472 Phone
888.883.8472 Toll Free
703.524.3374 Fax
info@g3visas.com
Attn: Visa Department
3300 N Fairfax Drive
Suite 220
Arlington, VA 22201
www.g3visas.com

For Payment Via Credit Card:
American Express, Discover, MasterCard and Visa only
Name as it appears on card:
Account Number:
Expiration Date: Billing Zip Code:
Security Code:
Cardholder Signature:

G3 Visas & Passports, Inc. acts on the behalf of the client, and cannot be held liable for the services rendered by U.S. Government agencies, Post Offices, Travel Agents or other entities in connection with visa/passport processing. G3 disclaims any liability for delays or loss of passports as may occur through above services or by any delivery service. Damage compensation is not available.

Sample Business Letter from U.S. Company

*****Please print your business letter on company stationery*****

June 1, 2011

Consulate General of (*Country you are traveling to*)

Consular Section

Dear Visa Officer,

Jeremy Simmons (*Insert your name*), Vice President (*Insert your position*), International Public Policy, East Coast Promotions, Inc. (*Insert the name of your company*) is planning a business trip to (*Country you are traveling to*) on Monday, August 3 through August 17 (*Dates of your trip*). During this trip he has scheduled meetings to discuss the sale and distribution of our products.

His agenda is to meet and discuss business with Mr. Hank Hartford (*Insert Name of Contact*) at:

Overseas Company Name

Street Address

City, Country Zip code

Telephone number

(It is important to indicate which company and individual you are going to visit.)

East Coast Promotions, Inc. (*Insert Company Name*) will assume all financial responsibility for any debts incurred by Jeremy Simmons while traveling on business in (*Country you are traveling to*).

He requests that you issue a (*insert type and duration of visa*) visa. I appreciate your attention to this matter.

Sincerely,

Barry G. Hart (*Please have someone other than the applicant sign this letter.*)

Senior Vice President

East Coast Promotions, Inc.

Sample Business Letter For Flight Crew

*****Please print your business letter on company stationery*****

June 15, 2011

Consulate General of (*Country you are traveling to*)
Consular Section

To Whom It May Concern:

Please be advised that the below listed individuals are applying for **Flight Crew** visas. Financial responsibility for all expenses incurred by these individuals during their stay in (*country*) is the complete and total responsibility of (*name of your flight department*)

Pilots: Primary Captain(s):
Backup(s):

First Officer Primary:
Backup:

Flight Attendant Primary:

Date of Arrival #1: July 13, 2009 Date of Arrival #2 (*if applicable*)

Airport of Arrival: *City*

Aircraft/Flight: N506AB

Date of Departure #1: July 20, 2009 Date of Departure #2 (*if applicable*)

Airport of Departure: *City*

Aircraft/Flight: N506AB

Reason for Travel: Transporting executives

We appreciate all efforts and courtesies you may extend to us in order that they may receive their visas as soon as possible. We thank you for your attention to this matter. If you have any questions, please feel free to give me a call directly at (*contact number*).

Best Regards,

(*Signature here, must be signed by someone other than the applicants*)

Title

Sample Business Invitation Letter from Overseas Company

*****Please print your business letter on company stationery*****

June 1, 2011

Consulate General of (*Country you are traveling to*)

Consular Section

Dear Visa Officer,

We are cordially inviting Jeremy Simmons (*Insert your name*), Vice President (*Insert your position*), International Public Policy, East Coast Promotions, Inc. (*Insert the name of your company*) to visit (*Country you are traveling to*) on Monday, August 3 through August 17 (*Dates of your trip*). During this trip he will meet with our company to discuss the sale and distribution of our products.

His agenda is to meet and discuss business with Mr. Hank Hartford (*Insert Name of Contact*) at:

Company Name

Street Address

City, Country Zip code

Telephone number

(It is important to indicate which company and individual you are going to visit.)

East Coast Promotions, Inc. (*Insert Company Name*) will assume all financial responsibility for any debts incurred by Jeremy Simmons while traveling on business in (*Country you are traveling to*).

We request that you issue a (*insert type and duration of visa*) visa. I appreciate your attention to this matter.

Sincerely,

John P. Smith

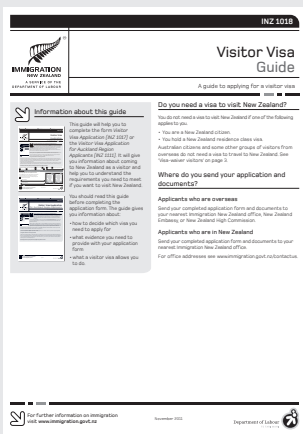
Executive Officer

Overseas Company, Inc.



Visitor Visa Application

for a temporary stay in New Zealand



Use the guide to help you complete the application form

Please read the *Visitor Visa Guide (INZ 1018)* **before** you complete this application form. The guide will help you decide which visa you should apply for and contains helpful information about how to complete the application form. The guide also gives detailed information about the evidence and documents you need to send.

When you have completed the form, please use the checklist at the end to make sure you have sent all the documents and information we need.

We will process your application only when we receive **all** the information and documents we need. If you do not send all the required information, we will return your application.

You can use this form to apply for a visa for a single applicant or for a family. A family may include a principal applicant, partner, and dependent children under 20.

Immigration Advisers Licensing Act 2007

Under the Immigration Advisers Licensing Act 2007 it is an offence to provide immigration advice without being licensed or exempt. If your immigration adviser is not licensed when they should be, Immigration New Zealand will return your application.

For more information and to view the register of licensed advisers, go to the Immigration Advisers Authority website www.iaa.govt.nz or email info@iaa.govt.nz.

Lawyers provide immigration advice and are exempt from licensing under the Immigration Advisers Licensing Act 2007. For more information and to view the register of immigration lawyers, go to the New Zealand Law Society website www.lawsociety.org.nz.

When filling in this form, please print clearly in English using CAPITAL LETTERS.

Which type of visitor visa are you applying for? General (tourist) Business Partnership Culturally arranged marriage Dependent child Parent or grandparent Guardian of a student Other

Section A Principal applicant's personal details

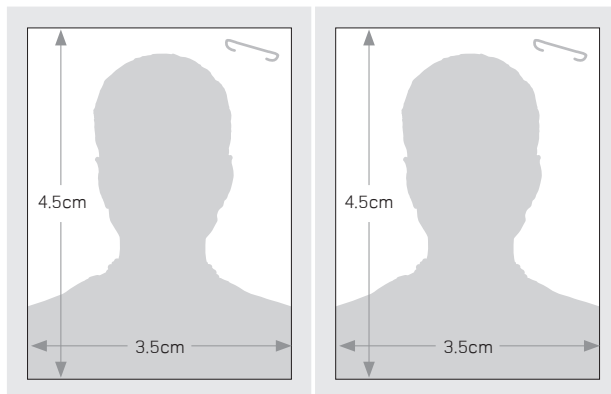
All principal applicants must complete this section.

Attach **two** passport-size photographs of yourself here. The photographs must be less than six months old. Write your full name on the back of both photographs.

A1 Name as shown in passport

Family/last name

Given/first name(s)



A2 Preferred title Mr Mrs Ms Miss Dr other (specify) _____

A3 Other names you are known by or have ever been known by

i For more information about this question, see 'Completing Sections A, C, and D: Personal details' in the *Visitor Visa Guide*.

A4 Your name in ethnic script

i For more information about this question, see 'Completing Sections A, C, and D: Personal details' in the *Visitor Visa Guide*.

A5 Gender Male Female **A6** Date of birth _____

A7 Town/city of birth _____
Country of birth _____

A8 Passport details
Number _____
Country _____ Expiry date _____

i For more information about this question, see 'Completing Sections A, C, and D: Personal details' in the *Visitor Visa Guide*.

A9 Country of citizenship _____

A10 Other citizenships you hold _____

A11 Partnership status Married/in civil union Never married/never in civil union Partner
 Separated Engaged Widowed Divorced

i For more information about this question, see 'Completing Sections A, C, and D: Personal details' in the *Visitor Visa Guide*.

A12 Are you applying for a visa on the basis of a partnership? Yes No

Section B Contact details

All principal applicants must complete this section.

B1 Your residential address and telephone number in your home country
Address _____

Telephone (daytime) _____ Telephone (evening) _____
Fax _____ Email _____

B2 Your New Zealand residential address and telephone number (if you are already in New Zealand)
Address _____

Telephone (daytime) _____ Telephone (evening) _____
Fax _____ Email _____

B3 Name and address for communication about this application

Same as address at **B1**, or Same as address at **B2**, or as below

Family/last name Given/first name(s)

Company name (if applicable) and address

Telephone (daytime) Telephone (evening)

Fax Email

B4 Do you authorise the person stated at **B3** to act on your behalf? Yes No

B5 Have you received immigration advice on this application?

i You can find a definition of immigration advice at www.immigration.govt.nz/advice.

Yes *Make sure that your immigration adviser completes Section O: Immigration adviser's details.*

No

B6 Would you like us to email you instructions for registering to check online how your application is progressing?

Yes No

B7 Names and addresses of any friends, relatives, or contacts you have in New Zealand (if applicable)

Name

Address

Relationship

Name

Address

Relationship

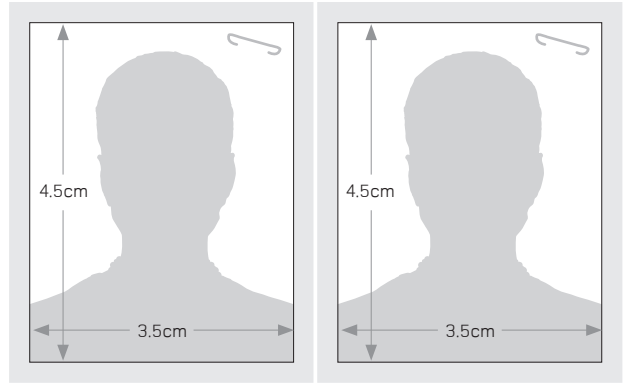
B8 List all periods of employment, including self-employment

Date from (DD/MM/YY)	Date to (DD/MM/YY)	Name of employer	Location	Type of work/occupation/job title
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			

Section C Partner's personal details

All principal applicants who have ticked 'Married/in civil union', 'Partner' or 'Engaged' at **A11** must complete this section with their partner's personal details, whether or not the partner is included in this application. Attach two photographs of your partner only if they are included in this application.

If applicable, attach two passport-size photographs of your partner here. The photographs must be less than six months old. Write your partner's full name on the back of both photographs.



C1 Partner's name as shown in passport

Family/last name

Given/first name(s)

C2 Partner's preferred title Mr Mrs Ms Miss Dr other (specify)

C3 Other names your partner is known by or has ever been known by

i For more information about this question, see 'Completing Sections A, C, and D: Personal details' in the *Visitor Visa Guide*.

C4 Partner's name in ethnic script

i For more information about this question, see 'Completing Sections A, C, and D: Personal details' in the *Visitor Visa Guide*.

C5 Partner's gender Male Female **C6** Partner's date of birth

C7 Partner's town/city of birth

Partner's country of birth

C8 Partner's passport details

Number

Country Expiry date

i For more information about this question, see 'Completing Sections A, C, and D: Personal details' in the *Visitor Visa Guide*.

C9 Partner's country of citizenship

C10 Other citizenships your partner holds

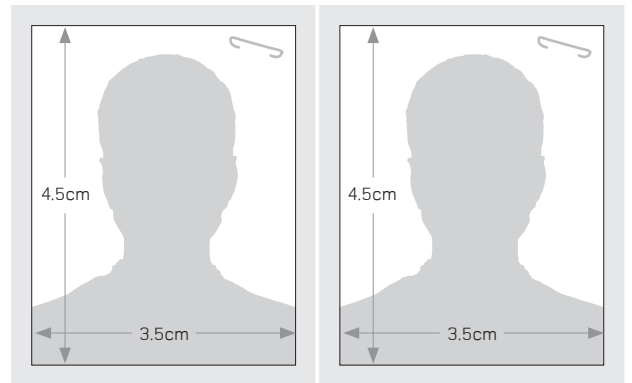
C11 Is your partner included in this application? Yes No

Section D Dependent children's personal details

You must complete this section with the details of each dependent child included in this application.

Dependent child one

Attach **two** recent passport-size photographs of the child here.
The photographs must be less than six months old.
Write the child's full name on the back of both photographs.



D1 Child's name as shown in passport

Family/last name

Given/first name(s)

D2 Child's gender Male Female

D3 Child's date of birth

D4 Child's country of birth

D5 Child's passport details

Number

Country

Expiry date

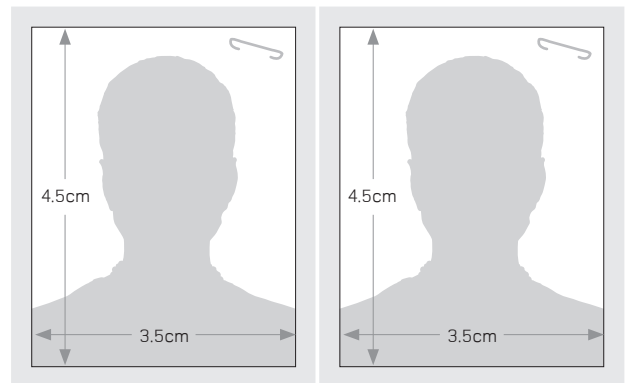
i For more information about this question, see 'Completing Sections A, C, and D: Personal details' in the *Visitor Visa Guide*.

D6 Child's country of citizenship

D7 Other citizenships child holds

Dependent child two

Attach **two** recent passport-size photographs of the child here.
The photograph must be less than six months old.
Write the child's full name on the back of both photographs.



D8 Child's name as shown in passport

Family/last name

Given/first name(s)

D9 Child's gender Male Female

D10 Child's date of birth

D11 Child's country of birth

D12 Child's passport details

Number

Country

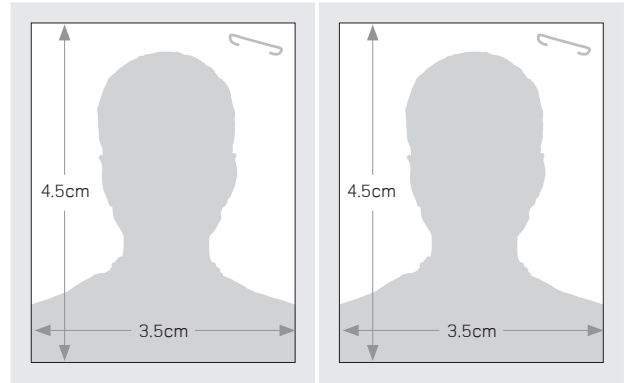
Expiry date

D13 Child's country of citizenship

D14 Other citizenships child holds

Dependent child three

Attach **two** recent passport-size photographs of the child here. The photographs must be less than six months old. Write the child's full name on the back of both photographs.



D15 Child's name as shown in passport
Family/last name

Given/first name(s)

D16 Child's gender Male Female

D17 Child's date of birth **D18** Child's country of birth _____

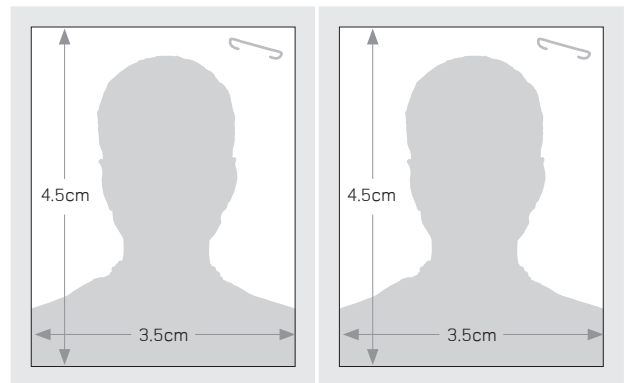
D19 Child's passport details
Number _____
Country _____ Expiry date

D20 Child's country of citizenship _____

D21 Other citizenships child holds _____

Dependent child four

Attach **two** recent passport-size photographs of the child here. The photographs must be less than six months old. Write the child's full name on the back of both photographs.



D22 Child's name as shown in passport
Family/last name

Given/first name(s)

D23 Child's gender Male Female

D24 Child's date of birth **D25** Child's country of birth _____

D26 Child's passport details
Number _____
Country _____ Expiry date

D27 Child's country of citizenship _____

D28 Other citizenships child holds _____

Continue on a separate sheet of paper if necessary.

Section E Health

All principal applicants must complete this section.

i For more information about this question, see 'Completing Section E: Health' in the *Visitor Visa Guide*.

E1 Do you or any person included in this application have pulmonary tuberculosis (TB)? Yes *Provide details* No

E2 Do you or any person included in this application have any medical condition that requires, or may require, one of the following during your stay in New Zealand?

- Renal dialysis Yes No
- Hospital care Yes No
- Residential care Yes No

Residential care is long-term care provided in live-in facilities for the aged or for people with physical, sensory, intellectual, or psychiatric disabilities.

E3 If you have answered **Yes** to any of the questions in **E2**, please provide details.

E4 Are you or any person included in this application pregnant?

Yes *Go to* **E5**

No *Go to* **E8**

If you have answered **Yes**, please provide details (who is pregnant and when are they due to give birth).

E5 Do you (or the person included in this application who is pregnant) intend to give birth in New Zealand?

Yes *Go to* **E6**

No *Go to* **E8**

E6 Are you, or will you (or the person included in this application who is pregnant) be eligible for publicly-funded maternity health services?

Yes *Explain why you (or the person included in this application who is pregnant) are, or will be eligible and what evidence has been provided to demonstrate eligibility.*

No *Go to* **E7**

E7 Please tick **one** of the options below to show what evidence you (or the person included in this application who is pregnant) are providing to demonstrate how the cost of maternity health services will be met.

Copies (not originals) of evidence are attached that demonstrate I (or the person included in this application who is pregnant) have at least NZ\$9,000 to pay for maternity health services.

A completed *Sponsorship Form for Temporary Entry (INZ 1025)* is attached guaranteeing that the cost of maternity health services will be met by the sponsor.

Medical certificates you must provide

E8 Do you intend to visit New Zealand for less than six months? If you are in New Zealand, this includes time you have already spent here.

Yes *You do not need to provide any medical certificates. Go to **E13*** No *Go to **E9***

E9 Have you or any person included in this application submitted medical certificates that were completed and dated by a medical practitioner within the last 24 months with another Immigration New Zealand application?

Yes *Provide details* No *Go to **E10***

Full name	Type of application	Date application was lodged (DD/MM/YY)
1.		/ /
2.		/ /
3.		/ /
4.		/ /
5.		/ /
6.		/ /

If everyone included in the application has submitted medical certificates in the last 24 months you do not need to provide further medical certificates now. We will tell you if we need any further medical information. *Go to **E13***

If not everyone included in the application has submitted medical certificates that were completed and dated by a medical practitioner within the last 24 months, they may have to provide certificates now. *Go to **E10***

E10 How long do you intend to stay in New Zealand? If you are in New Zealand, this includes time you have already spent here.

More than six months but not more than 12 months. *Go to **E11***

More than 12 months. You must provide a *Medical and Chest X-ray Certificate (INZ 1007)*. *Go to **E13***

E11 See the list 'Countries, areas, and territories with a low incidence of tuberculosis' in 'Completing Section E: Health' of the *Visitor Visa Guide*. Please tick **one** of the options below.

Everyone included in this application is from a place that **is** on the list. *Go to **E12***

One or more people included in this application are from a place that **is not** on the list. *Provide details below.*

You must provide a completed *X-Ray Certificate for Temporary Entry (INZ 1096)* for each of these people with your application. *If everyone included in your application is included above, go to **E13**. If not everyone is included, go to **E12** and complete it for the people not included above.*

E12 Please tick **one** of the options below.

No one included in this application has spent three months or more in the past five years in a place that is **not** on the list. You do not have to provide any medical certificates at this stage. *Go to **E13***

One or more people included in this application has spent three months or more in the past five years in a place that is **not** on the list. *Provide details*

You must provide a completed *X-Ray Certificate for Temporary Entry (INZ 1096)* for each of these people with your application. *Go to **E13***

E13 Please tick below to show the evidence you are providing.

I do not have to provide any medical certificates at this stage.

I attach a *X-ray Certificate for Temporary Entry (INZ 1096)* for:

Principal applicant

Partner

Dependent child one

Dependent child two

Dependent child three

Dependent child four

I attach *Medical and Chest X-ray Certificates (INZ 1007)* for:

Principal applicant

Partner

Dependent child one

Dependent child two

Dependent child three

Dependent child four

Note that children under the age of 11 years and pregnant women are not required to have an X-ray, unless a special report is needed.

Section F Visa type

All principal applicants must complete this section.

F1 Please tick **one** of the boxes below to show the type of visa(s) you are applying for, and provide the details required.

i For more information, see 'Completing Section F: Visa type' in the *Visitor Visa Guide*.

Applying for a visitor visa while outside New Zealand. *Provide details. Go to* **F2**

Date you will arrive in New Zealand

Date you will finally depart New Zealand

Applying for a visitor visa while inside New Zealand. *Provide details. Go to* **F2**

Date you arrived in New Zealand

Date you want your visitor visa to be valid to

Date you will finally depart New Zealand

Applying for a limited visa while outside New Zealand. *Provide details. Go to* **F3**

Date you will enter New Zealand

Date you will finally depart New Zealand

Applying for a further limited visa while inside New Zealand. *Provide details. Go to* **F3**

Date you arrived in New Zealand on a limited visa

Date you will finally depart New Zealand

F2 Only answer these questions if you are applying for a visitor visa.

What is the purpose of your visit to New Zealand?

Do you need a visa allowing:

single entry, or

multiple entry?

Go to Section G: Character

F3 Only answer this question if you are applying for a limited visa or a further limited visa.

What is your 'express purpose' for visiting New Zealand? If you are applying for a further limited visa, also list the reasons why you require a further limited visa.

Date your 'express purpose' starts/started

Date your 'express purpose' will be completed

Section G Character

All applicants must complete this section. Note: if your application is declined for character reasons, Immigration New Zealand may place a notation in your passport indicating that you applied for a visa for New Zealand.

i For more information about the questions in this section, see 'Completing Section G: Character' in the *Visitor Visa Guide*.

G1 Have you or any other person included in this application been:

- convicted Yes No
- charged Yes No
- under investigation Yes No

for any offence(s) against the law in any country?

G2 Have you or any other person included in this application been:

- excluded (refused entry) from Yes No
- refused a visa by Yes No
- removed or deported from Yes No

any country?

If you have answered **Yes** to any of the questions in **G1** and **G2**, please provide details below.

Continue on a separate piece of paper if necessary.

Section H Additional details

Complete this section for everyone included in the application aged 17 years or over.

H1 Do you or any other person included in this application have a national identity number, or other unique identifier that was issued to you by any government?

Yes *Provide details* No

	Name of applicant	National identity number/Unique identifier
1.		
2.		
3.		
4.		
5.		
6.		

H2 Have you or any other person included in this application completed military service in any country?

Yes *Provide information about your/their military service including the dates of your/their military service, your/their position and rank, the unit or units that you/they served in, and your/their role within each unit.*

No

Date from (DD/MM/YY)	Date to (DD/MM/YY)	Rank	Unit name or number	Role
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			

List any military identity numbers you/they were given.

H3 Are you or any other person included in this application presently subject to military service obligations in any country?

Yes *If you/they are a citizen of a country in which compulsory military service exists, provide details.* No

H4 Have you or any other person included in this application been associated with any intelligence agency or group, or law enforcement agency?

Yes *Describe how you/they were involved* No

H5 Have you or any other person included in this application been associated with any group or organisation that has used or promoted violence to further their aims?

Yes *Describe how you/they were involved* No

H6 Have you or any other person included in this application ever committed or been involved in war crimes, crimes against humanity, and/or human rights abuses?

Yes *Describe how you/they were involved* No

Section I Financial support while you are in New Zealand

Principal applicants applying under the parent and grandparent multiple entry visitor visa instructions must complete **13. All other applicants must complete **11** and **12**.**

i For more information about the questions in this section and acceptable evidence of funds, see 'Completing Section I: Financial support while you are in New Zealand' in the *Visitor Visa Guide*.

11 Please tick **one** of the options below to show what evidence you are providing of financial support in New Zealand.

- I have attached copies (not originals) of evidence that I have NZ\$1000 per month for each person included in this application.
- I have attached copies (not originals) of evidence that I have NZ\$400 per month for each person included in this application for maintenance, and evidence that our accommodation costs are already paid.
- I have attached a completed *Sponsorship Form for Temporary Entry (INZ 1025)* guaranteeing accommodation, maintenance, and financial support.

12 Please tick **one** of the options below to show how you will travel out of New Zealand.

- I have attached copies (not originals) of valid tickets to a country which I have the right to enter.
- I have attached evidence of sufficient funds in New Zealand to purchase a ticket to a country which I have the right of entry.
- I have attached a completed *Sponsorship Form for Temporary Entry (INZ 1025)* guaranteeing my repatriation from New Zealand.

Note that any non-refundable travel arrangements are made at your own risk.

13 I have attached a *Sponsorship Form for Temporary Entry (INZ 1025)* guaranteeing my sponsor will cover the cost of accommodation, maintenance, repatriation and health care.

I have attached evidence of my family relationship to my sponsor. *Go to Section N: Declaration by applicant.*

Section J

Partners of New Zealand citizens, and partners of residence class, work or student visa holders

Complete this section if your partner is a New Zealand citizen, residence class visa holder, student visa holder, or work visa holder, and you are applying for a visa on the basis of that partnership. Otherwise, go to Section K: Application for a visa for the purpose of a culturally arranged marriage.

i For more information about the questions in this section, see 'Completing Section J: Partners of New Zealand citizens, and partners of residence class, work, or student visa holders' in the *Visitor Visa Guide*.

J1 Are you and your partner living in a genuine and stable partnership?

Yes No. If you have answered **No**, please explain why.

J2 How long have you and your partner been together in this partnership?

J3 Will your partner be in New Zealand for the same period of time that you are here?

Yes No. If you have answered **No**, please explain why.

J4 Do you meet the minimum requirements for the recognition of a partnership? Yes No

J5 If your partner is a New Zealand citizen or residence class visa holder, do you intend to apply for residence under Immigration New Zealand's Partnership Instructions?

Yes *Go to* **J6** No *Go to* **J7** Not applicable *Go to* **J7**

J6 Will your partner be eligible to support your application for residence?

Yes No. If you have answered **No**, please explain why.

Documents about your partner you must provide

J7 Please tick the boxes to confirm that you have attached the evidence we require.

I have attached a completed *Form for Partners Supporting Partnership-Based Temporary Entry Applications (INZ 1146)*.

I have attached evidence of my partner's immigration status.

I have attached evidence that I am living together with my partner in a genuine and stable partnership.

Section K Application for a visa for the purpose of a culturally arranged marriage

Complete this section if you are applying for a visa for the purpose of a culturally arranged marriage. Otherwise, go to Section L: Dependent children of Essential Skills work visa holders.

K1 Are you coming to New Zealand to enter a marriage in accordance with an identified cultural tradition?

Yes No

K2 Has another person (not you or the person you are marrying) arranged the marriage? This includes the initial selection of you and the person you are marrying.

Yes No

K3 Do you intend to marry within three months of your arrival in New Zealand?

Yes No

K4 Do you intend to apply for residence under Immigration New Zealand's Partnership Instructions?

Yes No. If you have answered **No**, please explain why.

K5 Will your intended spouse be eligible to support your application for residence?

Yes No. If you have answered **No**, please explain why.

K6 Do you agree to leave New Zealand if the marriage does not take place within three months of your arrival in New Zealand?

Yes No

Documents about your marriage you must provide

K7 You must provide all of the evidence below. Please tick the boxes to confirm that you have attached all of the evidence we require.

I have attached evidence that the person I intend to marry is a New Zealand citizen or residence class visa holder.

I have attached a completed *Form for Partners Supporting Partnership-Based Temporary Entry Applications (INZ 1146)*

I have attached evidence that there is no legal impediment to the intended marriage.

I have attached evidence that the intended marriage follows an identified cultural tradition, eg letters from the person who arranged the marriage.

Section L

Dependent children of Essential Skills or Religious Worker work visa holders

Complete these questions if you are the dependent child of an Essential Skills or Religious Worker work visa holder(s). If you do not have to complete this section, go to Section M: Guardians of students.

L1 Provide the following information for your parent(s).

Name of parent(s) as shown in passport	Date of birth of parent(s)	INZ client number for parent(s) (if known)

Dependent children of Essential Skills work visa holders go to question **L3**.

L2 If you are the dependent child of a Religious Worker work visa holder tick **one** of the following:

I will be supported by the salary or wages of my parent(s).

I will be supported by the religious organisation sponsoring my parent's Religious Worker work visa. *Go to Section N: Declaration by applicant.*

L3 Does your parent(s) meet the minimum income threshold? *Note: Under Religious Worker instructions the salary or wages of both parents can be counted toward the minimum income threshold. Under Essential Skills work visa instructions both parents must hold an Essential Skills work visa for the salary or wage of both parents to be counted toward the minimum income threshold. The minimum income threshold can be found in 'Completing Section L: Dependent children of Essential Skills or Religious Worker work visa holders' in the Visitor Visa Guide.*

Yes No

L4 Have you provided evidence of the salary or wages earned by your parent(s)? *Note: Acceptable evidence includes original or certified copies of an employment agreement or description of the work with salary or wages equal to or higher than the minimum income threshold.*

Yes No

Section M

Guardians of students

Complete this section if you are applying for a visitor visa to live with and care for an overseas student who requires a guardian to accompany them in New Zealand. Otherwise, go to 'Section N: Declaration by applicant'.

M1 I have attached evidence that I am the legal guardian of the student that I am accompanying.

Section N Declaration by applicant

All of the people included in this application must complete this section.

I have provided true and correct answers to the questions in this form.

I will inform Immigration New Zealand of any relevant fact or change of circumstances that may (i) affect the decision on my application for a visa, or (ii) affect the decision to grant entry permission based on the visa for which I am applying.

I agree to leave New Zealand before my visa expires. If I remain in New Zealand after my visa has expired, I may be deported by Immigration New Zealand.

I agree that if I am not entitled to free health care in New Zealand, I will pay for any health care or medical assistance I may require in New Zealand.

I understand that if I have received immigration advice from an immigration adviser and if that immigration adviser is not licensed under the Immigration Advisers Licensing Act 2007 when they should be, Immigration New Zealand will return my application.

I authorise Immigration New Zealand to provide information about my health and my immigration status to any health service agency. I authorise any health service agency to provide information about my health to Immigration New Zealand.

I authorise Immigration New Zealand to make any necessary enquiries about information on this form so that they can:

- make a decision on this application
- answer enquiries about my immigration status once my application has been decided.

I authorise any agency that holds information (including personal information) related to those matters to disclose that information to Immigration New Zealand.

If I am granted a visa with the condition that I accompany a student, I agree to live with that student. I understand that both the student and I may be liable for deportation if I do not meet this condition.

If I am granted a limited visa, I agree that I will leave New Zealand on or before the expiry date of that visa. If I do not leave New Zealand, I may be immediately deported from New Zealand without the right of appeal.

Signature of principal applicant Date

Signature of partner Date

Signature of accompanying dependent children over 18 years of age (if applicable)

Child one Date

Child two Date

Child three Date

Child four Date

Note that a parent or guardian may sign on behalf of a child under 18 years.

Section 0 Immigration adviser's details

This section must be completed by the applicant's immigration adviser. If the applicant does not have an immigration adviser, this section does not have to be completed.

01 Tick the one option that applies to you.

I am a licensed immigration adviser under the New Zealand Immigration Advisers Licensing Act 2007. Go to **02**

I am exempt from licensing under the New Zealand Immigration Advisers Licensing Act 2007. Go to **03**

If you are unlicensed when you should be licensed under the Immigration Advisers Licensing Act 2007, Immigration New Zealand will return your client's application. It is an offence to provide immigration advice without holding a licence, unless you are exempt.

02 Licensed advisers. Provide your licence details.

Licence type

full provisional limited. *List conditions specified in the register.*

Licence number *Go to Section P: Declaration by person assisting the applicant.*

03 Exempt from licensing. Tick one box below to show why you are exempt from licensing.

I provided immigration advice in an informal or family context only, and I did not provide the advice systematically or for a fee.

I am a New Zealand member of Parliament or member of their staff and I provided immigration advice as part of my employment agreement.

I am a foreign diplomat or consular staff.

I am an employee of the New Zealand public service and I provided immigration advice within the scope of my employment agreement.

I am a lawyer and I hold a current practising certificate as a barrister or as a barrister and solicitor of the High Court of New Zealand.

I am employed by, or I am working as a volunteer for, a New Zealand community law centre where at least one lawyer is on the employing body of the community law centre or is employed by or working as a volunteer for the community law centre in a supervisory capacity.

I am employed by, or I am working as a volunteer for, a New Zealand citizens advice bureau.

Go to Section P: Declaration by person assisting the applicant.

Section P Declaration by person assisting the applicant

This section must be completed and signed by the applicant's immigration adviser, or by any person who has assisted the applicant by providing immigration advice, explaining, translating, or recording information on the form for the applicant. If the applicant does not have an immigration adviser, and no one helped the applicant to fill in this form, this section does not have to be completed.

If you are unlicensed when you should be licensed under the Immigration Advisers Licensing Act 2007, Immigration New Zealand will return your client's application. It is an offence to provide immigration advice without holding a licence.

For more information, go to the Immigration Advisers Authority website www.iaa.govt.nz, or email info@iaa.govt.nz or write to them at PO Box 6222, Wellesley Street, Auckland 1141, New Zealand.

Name and address of person assisting applicant. Same as address given at **B3**, or as below.

Family/last name Given/first name(s)

Company name (if applicable) and address

Telephone (daytime) Telephone (evening)

Fax Email

I understand that after the applicant has signed this form it is an offence to change or add further information, change any documents attached to the form, or attach any further documents to the form.

I note that the maximum penalty for this offence is a fine of up to NZ\$100,000 and/or a term of imprisonment of up to seven years. However, if changes are needed, the person making the changes must state on the form what information or documents have been changed and give reasons for the changes.

I certify that the applicant asked me to help them complete this form and any additional forms. I certify that the applicant agreed that the information provided was correct before signing the declaration.

- I have **assisted** the applicant as an interpreter/translator
- I have **assisted** the applicant with recording information on the form
- I have **assisted** the applicant in another way. Specify
- I have **provided immigration advice** (as defined in the Immigration Advisers Licensing Act 2007) and my details in Section O: Immigration adviser's details are correct.

Signature of person assisting Date



About the information you provide

Deciding whether you are eligible for a visa

Immigration New Zealand collects the information about you on this form to decide whether you are eligible for a visitor visa or a limited visa. We may also use the information to contact you for research purposes or to advise you on immigration matters.

The address of Immigration New Zealand is PO Box 3705, Wellington, New Zealand. **This is not where your application should be sent.**

Collecting the information is authorised by the Immigration Act 2009 and the Immigration Regulations made under that Act. You do not have to provide the information, but if you do not we are likely to decline your application.

Deciding whether you are eligible to board a flight to New Zealand

The information we collect may also be used to determine whether you are allowed to board a flight to New Zealand. We will not share your personal information with airline check-in agents; however, we will send a boarding message to the airline check-in agent based on the information you have provided in this form.

Immigration New Zealand may also share the information you have provided with other government agencies that are entitled to it by law, or with other agencies (as you have agreed in the declaration).

If you come to New Zealand, you will be able to ask to see the information we hold about you and have any of it corrected if you think it is necessary.

Other documents we may need

Sometimes we may ask for additional documents or information to consider with an application.

You may wish to send other documents or information so that we can consider it with this application. Send photocopies only (not original documents), as these documents will not be returned to you. If we need to see an original document, we will ask you to produce it later.

For more information

If you have questions about completing the form:

- see our website www.immigration.govt.nz
- phone our call centre on 0508 558 855 (within New Zealand)
- contact one of Immigration New Zealand's offices.

Immigration New Zealand has offices in Apia, Bangkok, Beijing, Dubai, Ho Chi Minh City, Hong Kong, Jakarta, London, Manila, Moscow, Mumbai, New Delhi, Nuku'alofa, Pretoria, Shanghai, Singapore, Suva, Sydney and Taipei.

In New Zealand offices are located in Auckland, Henderson, Manukau, Hamilton, Palmerston North, Wellington, Christchurch, Queenstown and Dunedin.

You can also contact your nearest New Zealand Embassy or High Commission.

Section Q

Paying your application fee

Please see our *Fees Guide (INZ 1028)* or our website www.immigration.govt.nz/fees for more information about current fees and payment methods.

Your application fee

Amount you are paying:

Currency

Application number
(office use only)

Preferred methods of payment

We recommend that you use one of the following methods of payment for better security and faster processing:

Bank cheque/bank draft

Credit card* (choose one)

Mastercard Visa

SWITCH card (UK only) SWITCH card issue number

Name of cardholder

Card number*

Expiry date

Signature of cardholder

Date

To be removed and securely destroyed after credit card transaction is processed

*Your CVC/CVV number is also required if you are paying by electronic credit card and your application is being lodged at Immigration New Zealand branches in Moscow, London or Pretoria, or the MFAT posts in The Hague or Paris.

If your application will be lodged in one of these branches, please provide your CVC/CVV number here.

Note: Your CVC/CVV number is the three-digit number found on the signature strip on the back of your credit card.

Other methods of payment

Personal cheque. *Note that we will hold your application for 10 working days to allow the cheque to be cleared.*

Cash. *Our New Zealand branches do not accept cash. Most of our branches outside New Zealand do not accept cash.*

EFTPOS. *Note this option is only available for applications lodged in person in one of our New Zealand offices.*

We do not accept money orders.

Application checklist		
OFFICE USE ONLY	Information and documents you must supply	Check list
<input type="checkbox"/>	I have completed the application form.	<input type="checkbox"/>
<input type="checkbox"/>	Each person included in the application has signed the form.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided the application fee.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached passports or travel documents (the original documents) for each person included in the application.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached two recent passport-size photographs of each person included in the application.	<input type="checkbox"/>
Financial support — Principal applicant applying under the parent and grandparent multiple entry visitor visa instructions only.		
<input type="checkbox"/>	I have attached a completed <i>Sponsorship Form for Temporary Entry (INZ 1025)</i> .	<input type="checkbox"/>
Financial support — All other principal applicants. Please tick one of the options below to show what evidence you are providing of financial support in New Zealand		
<input type="checkbox"/>	I have attached copies (not originals) of evidence that I have NZ\$1000 per month for each person included in this application.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached copies of evidence that I have NZ\$400 per month for each person included in this application for maintenance, and a completed <i>Sponsorship Form for Temporary Entry (INZ 1025)</i> guaranteeing accommodation.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached a completed <i>Sponsorship Form for Temporary Entry (INZ 1025)</i> .	<input type="checkbox"/>
Please tick one of the options below to show how you will travel out of New Zealand.		
<input type="checkbox"/>	I have attached copies of valid ticket(s) to a country which I have the right to enter.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached evidence of sufficient funds in New Zealand to purchase a ticket to a country to which I have the right of entry.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached a completed <i>Sponsorship Form for Temporary Entry (INZ 1025)</i> .	<input type="checkbox"/>
Health		
<input type="checkbox"/>	I have provided evidence about my health.	<input type="checkbox"/>
<input type="checkbox"/>	I do not have to provide this evidence.	<input type="checkbox"/>
<input type="checkbox"/>	I am (or a person included in this application is) pregnant and intending to give birth in New Zealand and have provided evidence of eligibility for publicly-funded maternity health services or that the cost of maternity health services will be met through personal funds or sponsorship.	<input type="checkbox"/>

* If you do not complete the Refunds for payments made in New Zealand section your application will not be affected.

newzealand.govt.nz

OFFICE USE ONLY	Additional information and documents you may need to supply	Check list
Character		
<input type="checkbox"/>	I have provided evidence about my character.	<input type="checkbox"/>
<input type="checkbox"/>	I do not have to provide this evidence.	<input type="checkbox"/>
Guardians of students only		
<input type="checkbox"/>	I have provided evidence that I am the legal guardian of the student that I am accompanying.	<input type="checkbox"/>
Partners of New Zealand citizens/residence class, work or student visa holders only		
<input type="checkbox"/>	I have provided all of the evidence listed in Section J: Partners of New Zealand citizens, and partners of residence class, work or student visa holders.	<input type="checkbox"/>
Applicants for visa for the purpose of a culturally arranged marriage only		
<input type="checkbox"/>	I have provided all of the evidence listed in Section K: Application for a visa for the purpose of a culturally arranged marriage.	<input type="checkbox"/>
Dependent children of Essential Skills or Religious Worker work visa holder		
<input type="checkbox"/>	I have provided evidence that my parent(s) meets the minimum income threshold as listed in Section L: Dependent children of Essential Skills or Religious Worker work visa holders.	<input type="checkbox"/>
Immigration adviser's details		
<input type="checkbox"/>	I have received immigration advice on this application.	<input type="checkbox"/>
<input type="checkbox"/>	I have not received immigration advice on this application.	<input type="checkbox"/>

Returning your documents

Please tick one of the following options

<input type="checkbox"/>	I wish to collect my documents when ready. <i>(This option is not available to applicants in the Auckland region.)</i>
<input type="checkbox"/>	Please return all documents to me by secure post at the address given at B3 .

Refunds for payments made in New Zealand*

We do not usually issue refunds for unsuccessful applications. However, if you become eligible for a refund, we can either issue a cheque, which will take approximately 20 days to process, or pay the refund directly into a New Zealand bank account. To nominate a bank account if you do become eligible for a refund, complete bank details below. If you do not have a New Zealand bank account you may nominate another person's New Zealand bank account.

Bank name (eg Westpac) and branch

Bank account holder name

Bank account number

Signature of applicant or adviser