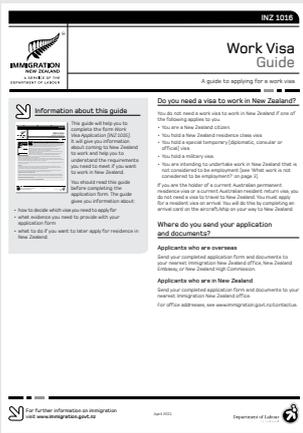




# Work Visa Application

for a temporary stay in New Zealand



## Use the guide to help you complete the application form

Read the *Work Visa Guide (INZ 1016)* **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.

**Do not** use this form to apply for a visa under a working holiday scheme. Use the form *Working Holiday Schemes Work Visa Application (INZ 1085)*, or go to our website [www.immigration.govt.nz/whs](http://www.immigration.govt.nz/whs) to see if you can apply online.

**Do not** use this form to apply for a long-term business visa. Use the form *Long-Term Business Visa Application (INZ 1058)*.

**Do not** use this form to apply to work for a recognised seasonal employer. Use the form *Application to Work for a Recognised Seasonal Employer (INZ 1142)*.

**Do not** use this form to apply for a visa under one of the China skilled work instructions. Use the form *Work Visa Application for China Skilled Work Instructions (INZ 1158)*.

When you have completed the form, 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.

Your partner or other family members cannot apply on this application form. They must lodge separate applications for the type of visa they need.

### VisaView

It is an offence to employ a person who is not entitled to work in New Zealand. One way for employers to avoid committing this offence is to check a person's entitlement to work with Immigration New Zealand's online VisaView system. Disclosure of information through VisaView is authorised by legislation.

If you believe that an employer has been given the wrong entitlement information via VisaView you may contact the Immigration Contact Centre (0508 558 855) to request correction of that information.

### 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](http://www.iaa.govt.nz) or email [info@iaa.govt.nz](mailto: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](http://www.lawsociety.org.nz).

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



## Which work instructions are you applying under?

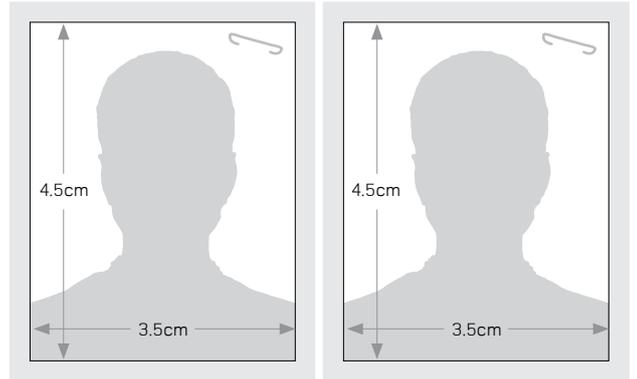
- |  |   |
|--|---|
| <input type="checkbox"/> Work to Residence Instructions                    | <input type="checkbox"/> Essential Skills Work Instructions             |
| <input type="checkbox"/> Study to Work (Graduate Job Search) Instructions  | <input type="checkbox"/> Specific Purpose or Event Work Instructions    |
| <input type="checkbox"/> Study to Work (Practical Experience) Instructions | <input type="checkbox"/> Family Work Instructions                       |
| <input type="checkbox"/> Student and Trainee Work Instructions             | <input type="checkbox"/> Free Trade Agreement special work instructions |
| <input type="checkbox"/> International/Humanitarian Work Instructions      | <input type="checkbox"/> Silver Fern Practical Experience Instructions  |
| <input type="checkbox"/> Approved in Principle                             | <input type="checkbox"/> Other  |

## Section A Personal details

### All principal applicants must complete this section.

**i** For more information about the questions in this section, see 'Completing Section A: Personal details' in the *Work Visa Guide*.

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

**A4** Your name in ethnic script

**A5** Gender  Male  Female

**A6** Date of birth

**A7** Town/city of birth

Country of birth

**A8** Passport details

Number

Country  Expiry date

**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

**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

Name | \_\_\_\_\_

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](http://www.immigration.govt.nz/advice).

Yes *Make sure that your immigration adviser completes Section R: 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

---

## Section C Your health

### All applicants must complete this section.

**i** For more information about the questions in this section, see 'Completing Section C: Your health' in the *Work Visa Guide*.

**C1** Do you have pulmonary tuberculosis (TB)?  Yes *Provide details*  No

**C2** Do you 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.

**C3** If you have answered **Yes** to any of the questions in **C2**, provide details.

**C4** Are you pregnant?  Yes  No

### Medical certificates you must provide

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**C5** Do you intend to stay in 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 a medical certificate *Go to* **C11**

No *Go to* **C6**

**C6** Have you submitted a medical certificate with another Immigration New Zealand application?

Yes *Provide details, then go to* **C7**

Type of application

Date of application

No *Go to* **C8**

**C7** Was the medical certificate completed and dated by a medical practitioner within the last 24 months?

Yes. You do not need to provide a further medical certificate now. We will tell you if we need any further information, such as tests, reports, or a new medical certificate. *Go to* **C11**

No *Go to* **C8**

**C8** 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* **C9**

More than 12 months. You must provide a *Medical and Chest X-ray Certificate (INZ 1007)*. *Go to* **C11**

**C9** See the list 'Countries, areas, and territories with a low incidence of tuberculosis' in 'Completing Section C: Your health' of the *Work Visa Guide*. Tick **one** of the options below.

I am from a place that **is** on the list. *Go to* **C10**

I am from a place that **is not** on the list. Write the name of the place below. You must provide a completed *Temporary Entry X-ray Certificate (INZ 1096)* with your application. *Go to* **C11**

Name of country, area, or territory

**C10** Tick **one** of the options below.

I have not 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 a medical certificate at this stage. *Go to* **C11**

I have 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 *Temporary Entry X-ray Certificate (INZ 1096)* with your application. *Go to* **C11**

**C11** Tick **one** of the options below.

I do not have to provide a medical certificate at this stage.

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

I attach a *Medical and Chest X-ray Certificate (INZ 1007)*.

*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 D Your character

**All applicants must complete this section. 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 D: Your character' in the *Work Visa Guide*.

**D1** Have you been:

• convicted  Yes  No

• charged  Yes  No

• under investigation  Yes  No

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

**D2** Have you 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 **D1** and **D2**, provide details below.

## Police certificates you must provide

**D3** Do you intend to stay in New Zealand for 24 months or longer? If you are in New Zealand, this includes time you have already spent here.

Yes. Go to **D4**

No. You do not need to provide any police certificates at this stage Go to Section E: Additional details

**D4** Are you 17 years of age or over?

Yes Go to **D5**

No. You do not need to provide evidence about your character Go to Section F: Employment and qualifications

**D5** Have you submitted a police certificate to Immigration New Zealand (with a prior application) that was issued within the last 24 months?

No Go to **D6**

Yes Provide details, then go to Section E: Additional details. We will tell you if we need any further information about your character.

Type of application  Date of application

**D6** You must provide evidence about your character. Tick to confirm what evidence you have provided.

I have attached police certificates from my country or countries of citizenship, and

I have attached police certificates from all countries I have lived in for five years or more since the age of 17.

**D7** If you have not provided all of the police certificates required, explain why.

## Section E Additional details

Complete this section if you are 17 years of age or over. If you are under 17 years of age, go to Section F: Employment and qualifications.

**E1** Do you have a national identity number, or other unique identifier that was issued to you by any government?

Yes National identity number/unique identifier

No

**E2** Have you completed military service in any country?

No

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

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

List any military identity numbers you were given.

**E3** Are you presently subject to military service obligations in any country?

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

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**E4** Have you been associated with any intelligence agency or group, or law enforcement agency?

Yes *Describe how you were involved*  No

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**E5** Have you been associated with any group or organisation that has used or promoted violence to further their aims?

Yes *Describe how you were involved*  No

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**E6** Have you ever committed or been involved in war crimes, crimes against humanity, and/or human rights abuses?

Yes *Describe how you were involved*  No

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## Section F Employment and qualifications

**All applicants must complete this section.**

**F1** What is your main occupation?

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**i** For more information about this question, see 'Completing Section F: Employment and qualifications' in the *Work Visa Guide*.

**F2** Are you currently employed?

Yes *Provide details*  No

Employer's name 

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Employer's address 

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Telephone 

---

 Fax 

---

Email 

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**F3** List all periods of previous employment, including self-employment.

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

**F4** Give details of all qualifications you hold. If you have no qualifications, write 'No qualifications'.

Name of qualification	Date obtained (DD/MM/YY)	Institution where gained
	/ /	
	/ /	
	/ /	
	/ /	

**Section G Job offer**

All applicants must complete this section.

**G1** Do you have a job offer in New Zealand?

Yes  No *Go to 'Section H: Your visa'.*

**G2** Name and address of employer who has offered you a job.

Same as name and address at **F2**, or  As below

Employer's name

Employer's address

Telephone  Fax

Email

Name of position offered

**Evidence of qualifications, work experience, and registration you must provide**

**G3** Do you have qualifications relevant to your job offer?

Yes *Tick the box below to confirm you have provided the evidence we require.*  No *Go to **G4***  
 I have attached evidence of qualifications relevant to my job offer.

**G4** Do you have work experience relevant to your job offer?

Yes *Tick the box below to confirm you have provided the evidence we require.*  No *Go to **G5***  
 I have attached evidence of work experience relevant to my job offer.

**G5** Do you have to meet any New Zealand registration requirements to take up your job offer?

Yes Tick the box below to confirm you have provided the evidence we require.  No

I have attached evidence that I have met or am able to meet any New Zealand registration requirements necessary to take up my offer of employment.

**i** For more information about this question, see 'Completing Section G: Job offer' in the *Work Visa Guide*.

## Section H Your visa

All applicants must complete this section.

**H1** Tick **one** of the boxes below to show the type of visa you are applying for and provide the details required.

**i** For more information about this question, see 'What is a visa?' in the *Work Visa Guide*.

Applying for a work visa while outside New Zealand. *Provide details.*

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Date you will arrive in New Zealand

Applying for a work visa while inside New Zealand. *Provide details.*

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Date you arrived in New Zealand

**H2** Date you will finally depart New Zealand

**H3** Which work instructions are you applying under?

Work to Residence Instructions. *Go to Section I: Work to Residence Instructions.*

Essential Skills Work Instructions (including applications that have been approved in principle). *Go to Section J: Essential Skills Work Instructions.*

Study to Work Instructions (includes applications under both Graduate Job Search and Practical Experience Instructions). *Go to Section K: Study to Work Instructions.*

Specific Purpose or Event Work Instructions. *Go to Section L: Specific Purpose or Event Work Instructions.*

Student and Trainee Work Instructions. *Go to Section M: Student and Trainee Work Instructions.*

Family Work Instructions. *Go to Section N: Family Work Instructions.*

Free Trade Agreement special work instructions. *Go to Section O: Free Trade Agreement Special Work Instructions.*

Silver Fern Practical Experience Instructions. *Go to Section P: Silver Fern Practical Experience Instructions.*

International/Humanitarian Work Instructions (includes instructions for refugees and protection claimants, victims of domestic violence, and victims of people trafficking). *Go to Section Q: Declaration by applicant.*

Other (includes Ministers of Religion, Missionaries and Members of Religious Orders Instructions, and Crew of Foreign Chartered Fishing Vessels Instructions). *Go to Section Q: Declaration by applicant.*

## Section I Work to Residence Instructions

Complete this section if you are applying for a visa under Work to Residence Instructions.

**i** For more information about the questions in this section, see 'Completing Section I: Work to Residence Instructions' in the *Work Visa Guide*.

**11** How many people do you intend to include in your residence application?

**12** Which instructions are you applying under?

Talent (Accredited Employers) Work Instructions *Go to* **13**

Talent (Arts, Culture and Sports) Work Instructions *Go to* **14**

Long Term Skill Shortage List Work Instructions *Go to* **16**

### Talent (Accredited Employers) Work Instructions

**13** Talent (Accredited Employers) Work Instructions applicants must provide **all** of the evidence below. Tick the boxes to confirm that you have attached all of the evidence we require. *Go to Section Q: Declaration by applicant.*

I have attached evidence that I have an offer of full-time employment in New Zealand for a period of at least 24 months from an accredited employer, for a position with a salary of NZ\$55,000 or more (the salary amount may be waived if you provide evidence to show you have exceptional talent in a field of art, culture, or sport).

I have attached evidence I am aged 55 years or under.

### Talent (Arts, Culture and Sports) Work Instructions

**14** Briefly describe the particular field of art, culture, or sport you consider you have exceptional talent in.

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**15** Talent (Arts, Culture and Sports) Work Instructions applicants must provide **all** of the evidence below. Tick the boxes to confirm that you have attached **all** of the evidence we require. *Go to Section Q: Declaration by applicant.*

I have attached a fully completed and signed *Talent (Arts, Culture and Sports) Sponsorship Form (INZ 1091)*.

I have attached evidence of my international reputation and record of excellence in my declared field.

I have attached evidence that I am still prominent in my declared field.

I have attached evidence that shows that my presence in New Zealand will enhance the quality of New Zealand's accomplishments and participation in my declared field.

I have attached evidence I am aged 55 years or under.

### Long Term Skill Shortage List Work Instructions

**16** Long Term Skill Shortage List Work Instructions applicants must provide **all** of the evidence below. Tick the box to confirm that you have attached all of the evidence we require. *Go to Section Q: Declaration by applicant.*

I have attached a completed *Employer Supplementary Form (INZ 1113)* that confirms that I have an offer of full-time employment in New Zealand for a period of at least 24 months in an occupation currently included on the Long Term Skill Shortage List that meets the specifications for that occupation.



**K4** Graduate Job Search Work Instructions applicants must provide **all** of the evidence below. Tick the boxes to confirm that you have attached **all** of the evidence we require. *Go to Section Q: Declaration by applicant.*

I have attached evidence that I have completed a qualification that would qualify for points under the Skilled Migrant Category of Residence Instructions.

I have attached evidence that I have a minimum of NZ\$2,100 in funds available to maintain myself during my 12-month stay in New Zealand. (Travellers' cheques or bank documents in your name are acceptable.)

I have attached evidence that I am making my application no later than three months after the end date of my student visa for that course or qualification.

## Section L Specific Purpose or Event Work Instructions

**Complete this section if you are applying for a visa under Specific Purpose or Event Instructions.**

**i** For more information see 'Specific Purpose or Event Work Instructions' in the *Work Visa Guide*.

**L1** What is the specific purpose or event that you need a work visa for?

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**L2** Describe the evidence that you have provided. *Go to Section Q: Declaration by applicant.*

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## Section M Student and Trainee Work Instructions

**Complete this section if you are applying for a visa under Student and Trainee Work Instructions.**

**i** For more information on the question in this section see 'Student and Trainee Work Instructions' in the *Work Visa Guide*.

**M1** Describe the evidence that you have provided. *Go to Section Q: Declaration by applicant.*

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## Section N Family Work Instructions

**Complete this section if your partner is a New Zealand citizen, residence class visa holder, student visa holder, work visa holder or military visa holder and you are applying for a visa on the basis of that partnership.**

**i** For more information about the questions in this section, see 'Completing Section N: Family Work Instructions' in the *Work Visa Guide*.

**N1** Are you and your partner living together in a genuine and stable partnership?

Yes  No *Explain why.*

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**N2** How long have you and your partner been together in this partnership?

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**N3** Will your partner be in New Zealand for the same period of time that you are here?

Yes  No. *Explain why.*

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**N4** Do you meet the minimum requirements for the recognition of a partnership?  Yes  No

**N5** 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* **N6**  No *Go to* **N7**  Not applicable *Go to* **N7**

**N6** Will your partner be eligible to support your application for residence?

Yes  No. *Explain why.*

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**N7** What is your partner's immigration status?

My partner is a New Zealand citizen/residence class visa holder *Go to* **N8**

My partner holds a work visa current for more than six months *Go to* **N9**

My partner holds a student visa *Go to* **N10**

My partner holds a military visa *Go to* **N12**

## Evidence about your partnership you must provide

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**N8** Partners of New Zealand citizens/residence class visa holders must provide **all** of the evidence below. Tick the boxes to confirm that you have attached all of the evidence we require. *Go to Section Q: Declaration by applicant*

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.

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

I have attached evidence that my partner and I meet the minimum requirements for the recognition of a partnership.

I have attached evidence that my partner and I are both aged 18 years or older (or evidence of parental/guardian/other support if aged 16 or 17 years).

I have attached evidence that my partner and I have met prior to this application being made.

I have attached evidence that my partner and I are not close relatives.

I have attached evidence of the duration of our partnership.

- N9** Partners of persons holding a work visa current for more than six months must provide **all** of the evidence below. Tick the boxes to confirm that you have attached all of the evidence we require. *Go to Section Q: Declaration by applicant*
- I have attached evidence that my partner and I are living together in a genuine and stable relationship.
- I have attached evidence that my partner and I are intending to live in New Zealand for the same period of time (eg evidence of intended travel to New Zealand if you are both overseas).
- I have attached evidence of my partner's work visa or eligibility to obtain a work visa (eg a letter from INZ giving approval in principle to the granting of a work visa).
- I have attached a *Form for Partners Supporting Partnership-Based Temporary Entry Applications (INZ 1146)* completed by my partner.

- N10** Partners of student visa holders must provide **all** of the evidence below. Tick the boxes to confirm that you have attached all of the evidence we require. *Go to **N11***.
- I have attached evidence that my partner and I are living together in a genuine and stable relationship.
- I have attached evidence that my partner and I meet the minimum requirements for the recognition of a partnership.
- I have attached evidence that my partner and I are intending to live in New Zealand for the same period of time (eg evidence of intended travel to New Zealand if you are both overseas).
- I have attached a *Form for Partners Supporting Partnership-Based Temporary Entry Applications (INZ 1146)* completed by my partner.
- I have attached evidence of my partner's student visa to study qualifications in an area (or areas) of absolute skill shortage as specified in the Long Term Skill Shortage List or towards postgraduate qualifications (not required if your partner is the holder of an NZ Aid Programme-supported student visa).

- N11** Partners of persons holding a military visa must provide all of the evidence below. Tick the boxes to confirm that you have attached all of the evidence we require. *Go to Section Q: Declaration by applicant.*
- I have attached evidence that my partner and I are living together in a genuine and stable relationship.
- I have attached evidence that my partner and I are intending to live in New Zealand for the same period of time (eg evidence of intended travel to New Zealand if you are both overseas).
- I have attached evidence of my partner's military visa or eligibility to obtain a military visa (eg military movement order).

## Section O Free Trade Agreement special work instructions

**Complete this section if you are applying under one of the Free Trade Agreement special work instructions.**

- i** For more information about the requirements for job offers, qualifications, and work experience, see 'Completing Section O: Free Trade Agreement special work instructions' in the *Work Visa Guide*.

- 01** Tick the **one** option that applies to you.
- I am applying under the Vietnam special work instructions.
- I am applying under the Philippines special work instructions.

### Evidence of job offer, qualifications, work experience, and registration you must provide

- 02** You must have a job offer in New Zealand to apply under these instructions. Tick to confirm that you have provided the evidence we require.
- I have attached evidence of my job offer.
- 03** Do you have qualifications relevant to your job offer?
- Yes *Tick the box below to confirm you have provided the evidence we require.*  No
- I have attached evidence of qualifications relevant to my job offer.



## Section Q 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 agree to tell Immigration New Zealand about any changes to my circumstances that occur after making this application.

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 understand that Immigration New Zealand may provide information about my entitlement to work to potential employers via the online VisaView system. VisaView is authorised by legislation.

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.

Signature of principal applicant \_\_\_\_\_ Date 

D	D	M	M	Y	Y	Y	Y
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■ A parent or guardian may sign on behalf of a child under 18 years.

## Section R 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.

**R1** 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 **R2**

I am exempt from licensing under the New Zealand Immigration Advisers Licensing Act 2007. Go to **R3**

*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.*

**R2** Licensed advisers. Please provide your licence details.

Licence type

full       provisional       limited *List conditions specified in the register*

\_\_\_\_\_

Licence number 

2	0								
---	---	--	--	--	--	--	--	--	--

 Go to Section S: Declaration by person assisting the applicant

**R3** 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 S: Declaration by person assisting the applicant.

**Section S 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](http://www.iaa.govt.nz), or email [info@iaa.govt.nz](mailto: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)
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

Company name (if applicable) and address

Telephone (daytime) <input style="width: 40%;" type="text"/>	Telephone (evening) <input style="width: 40%;" type="text"/>
Fax <input style="width: 30%;" type="text"/>	Email <input style="width: 60%;" type="text"/>

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

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 R: Immigration adviser's details are correct.

Signature of person assisting  Date

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"/>	I have 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).	<input type="checkbox"/>
<input type="checkbox"/>	I have attached two recent passport-size photographs.	<input type="checkbox"/>
<b>Applicants with a job offer. Tick the options that apply to you.</b>		
<input type="checkbox"/>	I have provided evidence of qualifications relevant to my job offer.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided evidence of work experience relevant to my job offer.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided evidence that I have met or am able to meet any necessary New Zealand registration requirements.	<input type="checkbox"/>
<b>Applicants applying under Work to Residence Instructions.</b>		
<input type="checkbox"/>	I have provided the relevant evidence listed in Section I.	<input type="checkbox"/>
<b>Applicants applying under Essential Skills Work Instructions.</b>		
<input type="checkbox"/>	I have provided all of the evidence listed in Section J.	<input type="checkbox"/>
<b>Applicants applying under Study to Work Instructions.</b>		
<input type="checkbox"/>	I have provided all of the evidence listed in Section K.	<input type="checkbox"/>
<b>Applicants applying under Specific Purpose or Event Instructions.</b>		
<input type="checkbox"/>	I have provided all of the evidence listed in Section L.	<input type="checkbox"/>
<b>Applicants applying under Student and Trainee Instructions.</b>		
<input type="checkbox"/>	I have provided all of the evidence listed in Section M.	<input type="checkbox"/>
<b>Applicants applying under Family Work Instructions.</b>		
<input type="checkbox"/>	I have provided all of the evidence listed in Section N.	<input type="checkbox"/>
<b>Applicants applying under Free Trade Agreement special work instructions</b>		
<input type="checkbox"/>	I have provided all of the evidence listed in Section O.	<input type="checkbox"/>
<b>Applicants applying under Silver Fern Practical Experience Instructions</b>		
<input type="checkbox"/>	I have provided all of the evidence listed in Section P.	<input type="checkbox"/>

OFFICE USE ONLY	Additional information and documents you may need to supply	CHECK LIST
<b>Health</b>		
<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"/>
<b>Character</b>		
<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"/>
<b>Immigration adviser's details</b>		
<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

Tick one of the following options

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

### 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

If you do not complete this section your application will not be affected.



## 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 work 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. **Do not send your application to this address.**

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 so that we can consider it with this application.

### Other documents you may wish to send

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, you will be asked to produce it later.

If you have questions about completing the form:

- see our website [www.immigration.govt.nz](http://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.

Our 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 New Zealand High Commission.

## Section T

## Paying your application fee

See our *Fees Guide (INZ 1028)* or our website [www.immigration.govt.nz/fees](http://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

### Other methods of payment

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

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.*

### We do not accept money orders.

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

\*Your CVC/CVV number is required if you are paying by electronic credit card and your application is being lodged at Immigration New Zealand's Bangkok branch or London branch or the MFAT post in The Hague.

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.*

[newzealand.govt.nz](http://newzealand.govt.nz)