

# Application for a Work Permit (under Supplementary Seasonal Employment or Working Holidaymaker Extension Policies)

For INZ Use Only

Application No.

## IMPORTANT INFORMATION

**Only use this application form if you are applying for a work permit under the Supplementary Seasonal Employment (SSE) Policy or the Working Holidaymaker Extension Policy.**

Please note that you will only be eligible for a permit under these policies if you are currently in New Zealand.

To enable your application to be accepted you **must** submit **all** of the following documents. **If you do not do so your application may be returned to you.**

## General Requirements

You must provide all of the following

- A completed, signed application form.
- The application fee.
- Your passport or travel document (which must be valid for three months past the date you plan to leave New Zealand).
- A recent passport size photograph attached to this form in the section indicated.
- Evidence of an outward ticket from New Zealand, or sufficient funds to buy one.
- Any documents required by the policy you are applying under, as detailed below.

For the purposes of the SSE and Working Holidaymaker Extension policies, seasonal work in the horticulture or viticulture industries is planting, picking, maintaining or harvesting crops.

## SSE Work Permit Applicants

You must complete sections A, B, D, E, F, and G of this form.

Please note, you may only be approved a work permit under this policy once. There is a limit on the number of SSE work permit holders allowed which is set by INZ in consultation with the Ministry of Social Development. Your SSE work permit application may not be granted if there are no available places for SSE workers. To check if there are places currently available, please see our website [www.immigration.govt.nz](http://www.immigration.govt.nz).

## Conditions of the SSE Work Permit

This policy allows for the grant of permits for employment in seasonal work in the horticulture and viticulture industries, for employers who have been approved in principle under SSE policy.

Your permit will allow you to work for any employer who holds a current SSE approval in principle (or an approval in principle granted under the previous Transitioning to Recognised Seasonal Employer (TRSE) Policy). It will be granted for six months.

## Working Holidaymaker Extension Applicants

You must complete sections A, C, D, E, F, and G of this form.

In addition to the general requirements above, you must provide evidence of having been employed to undertake seasonal work in the horticulture or viticulture industries for a period of at least three months during the currency of your working holiday scheme permit.

## Conditions of the Working Holidaymaker Extension Work Permit

If approved a permit under the Working Holidaymaker Extension Policy, you will be able to work in New Zealand for an additional three months from the date your application is approved. Your label will be endorsed with the same conditions as your working holiday scheme permit.

## Health

People who intend to be in New Zealand:

- **for more than six months** who are from a country, area or territory not listed as low incidence for tuberculosis (TB) or who have spent more than a total of three months in the past five years in a country, area or territory not listed as low incidence for TB must complete a *Temporary Entry X-ray Certificate* (NZIS 1096).
- **for more than 12 months** must complete a *Medical and Chest X-ray Certificate* (NZIS 1007).

Please note, applicants for the Working Holidaymaker Extension permit are not required to submit a medical certificate, regardless of the duration they have spent in New Zealand, unless requested to do so by an immigration officer.

Please refer to the *Health Requirements for Entry to New Zealand* (INZ 1121) for more details on immigration health policy and a list of low incidence TB countries, areas and territories.

## Character

If you intend to be in New Zealand for two years or longer and you are aged 17 or over you must submit a police certificate from your country of citizenship and any country in which you have lived for five years or more since attaining the age of 17 years (or satisfactory evidence that you have never lived in that country).

**Note:** We may request additional information to enable your application to be determined.

## Privacy Act

The information about you on this form is collected to determine your eligibility for a work permit and may also be used to contact you for research purposes or to advise you on immigration matters. The main recipient of the information is the Department of Labour but it may also be shared with other government agencies which are entitled to this information under applicable legislation, or with other agencies in accordance with an authority in the form. The address of the Department of Labour is PO Box 3705, Wellington, New Zealand. **This is not where your application should be sent.**

The collection of the information is authorised by the Immigration Act 1987 and the Immigration Regulations made under that Act. The supply of the information is voluntary, but if you do not supply it then your application is likely to be declined. You have a right to see the information about you held by Immigration New Zealand and to ask for any of it to be corrected if you think that is necessary.

## Immigration Advisers Licensing Act 2007

Under the Immigration Advisers Licensing Act 2007, anyone giving immigration advice will have to be licensed (unless they are exempt). From 4 May 2009, all immigration advisers working in New Zealand must be licensed. From 4 May 2010, all immigration advisers, whether working onshore or offshore, must be licensed. It is an offence to provide immigration advice without holding a licence from these dates.

**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), or write to them at PO Box 6222, Wellesley Street, Auckland 1141, New Zealand.

**Your application should be sent to your nearest Immigration New Zealand branch.**

## Section A

## Personal Details

**A1**

Name as shown in passport

**A2**

Preferred title

Mr  Mrs  Ms  Miss  Dr

Other

**A3**

Other names you are known by

**A4**

Your name in ethnic script

**A5**

Gender  Male  Female

**A6**

Date of birth

day	month	year

**A7**

Place and country of birth

Place

Country

**A8**

Passport details

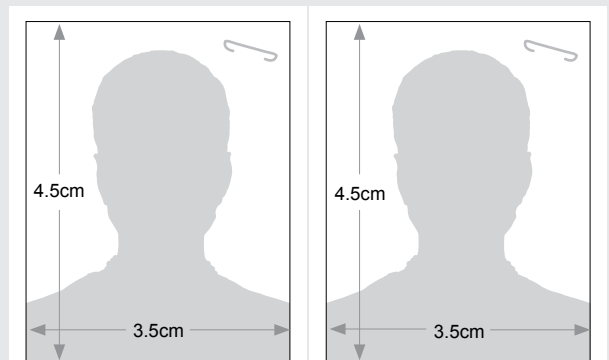
Number

Country

Expiry date

day	month	year

Staple two recent passport-sized photographs of yourself below. Write your name on the back of each photograph.



**A9** Your citizenship

**A10** Other citizenships currently held

**A11** Partnership status  Married  Never married  Partner  Separated  
 Engaged  Widowed  Divorced  Civil union  
 Never in a civil union  Dissolved civil union

**A12** I may be contacted at this New Zealand residential address and telephone number

Address

Telephone number  Mobile number

Email address

I give permission for INZ to contact me to inform me about work opportunities in the horticulture and viticulture industries. (Please note: your answer to this question will not affect the outcome of your application.)  
 Yes  No

**A13** Name and address for communication about this application.  
 Same as address at A12.  Other

<b>Name</b>	<b>Telephone (day)</b>
<b>Address</b>	<b>Telephone (night)</b>
	<b>Email (if any)</b>
	<b>Fax (if any)</b>

**A14** Do you authorise the person stated at A13 to act on your behalf?  
 Yes  No

**A15** Have you received immigration advice on this application?  
 Yes Please make sure that your immigration adviser completes Section F. Immigration Adviser's Details.  
 No

## Section B SSE Work Permit

**B1** Have you previously been granted a work permit under the TRSE or SSE Policy?  Yes  No

**B2** Since your most recent entry to New Zealand, have you held any type of work permit (including a working holiday permit)?  Yes  No

**Note:** If you have answered Yes to either B1 or B2, you are not eligible for a work permit under SSE policy. If you hold a working holiday permit you may be eligible for a working holidaymaker extension permit, see **Section C. Working Holiday Extension Permit.**

**B3** Do you have an outward travel ticket or sufficient funds to purchase an outward travel ticket?  Yes  No  
Please attach evidence of your outward travel ticket or funds.

## Section C

# Working Holidaymaker Extension Permit

**C1** What was the start date of your working holiday in New Zealand?

day	month	year

**C2** Please list the seasonal work you have undertaken in New Zealand during your working holiday below (attach additional pages to this form if necessary).

Name and contact details of employer	Position (planting/maintaining/harvesting/packing)	Start date of employment	Finish date of employment
Name: Address:  Phone number:			
Name: Address:  Phone number:			
Name: Address:  Phone number:			
Name: Address:  Phone number:			

**Please make sure you attach evidence of all periods of seasonal work in the horticulture and viticulture industries to this application form (eg a letter from the employer, tax statements from IRD).**

**C3** Do you have an outward travel ticket or sufficient funds to purchase an outward travel ticket?  Yes  No

**Please attach evidence of your outward travel ticket or funds.**

## Section D

# Health and Character Details

**D1** Have you been:

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

for any offence(s) against the law in any country; or

- deported  Yes  No
- excluded (refused entry)  Yes  No
- removed  Yes  No

from any country?

If you have marked **Yes** to any of the above, please provide details below.


**D2** Do you have pulmonary tuberculosis (TB)?  Yes  No

**D3** Do you have any medical condition(s) that currently requires, or may require during your stay in New Zealand:

- Renal dialysis  Yes  No
- hospitalisation  Yes  No
- residential care\*  Yes  No

\*Residential care is long-term care provided in a live-in facility such as an aged person's facility or a facility for people with a physical, sensory, intellectual or psychiatric disability.

If you have answered **Yes** to any of the questions at D2 or D3, please provide details below.


**D4** Are you required to submit a police certificate? (See 'Character' information on page 2.)  Yes  No

**D5** Are you required to submit a medical certificate?  Yes **Go to D6**  
 No **Go to D10**

Applicants for the Working Holidaymaker Extension permit **are not** required to submit a medical certificate regardless of the duration they have spent in New Zealand unless requested to do so by an immigration officer.

**D6** Have you submitted a medical certificate with another Immigration New Zealand application that was lodged in the last 24 months?  Yes **Go to D7**  
 No **Go to D8**

**D7** Please provide details of the type and date of the previous application.

Type of application  Date of application      
day month year

**We will advise you if we need you to submit additional information, such as tests, reports or a new certificate at a later date.**

**D8** Have you attached a completed *Temporary Entry X-ray Certificate* (NZIS 1096)?  Yes  No

**D9** Have you attached a completed *Medical and Chest X-ray Certificate* (NZIS 1007)?  Yes  No

**D10** Are you pregnant?  Yes  No

## Section E Declaration

I understand the questions and contents of this form, and the information I have provided is true and correct.

I understand that if, between the time that I make this application and the time it is decided, any relevant matter relating to the application changes, I am obliged to inform Immigration New Zealand (INZ). I understand I am responsible for making sure I leave New Zealand before my permit expires and that if I do not I may face removal action.

Short-term work permit holders are generally not eligible for publicly-funded health and disability services. People covered by New Zealand's Reciprocal Health Agreements with Australia and the United Kingdom are entitled to publicly funded health care for immediately necessary medical treatment only. I understand that if not entitled to free treatment, 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, INZ will return my application.

I authorise INZ to provide information about my state of health and my immigration status to any health service agency. I authorise any health service agency to provide information about my state of health to INZ.

I authorise INZ to make any enquiries it considers necessary in respect of information provided on this form in order to make a decision on this application and enquiries about my subsequent immigration status. I authorise any agency which holds information (including personal information) relevant to those matters to disclose that information to INZ.

Signature of applicant  Date     
day month year

## Section F 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.**

**F1** Have you been lawfully present in New Zealand for more than 183 days in the last 12 months?  Yes  No

**F2** 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 F3**  
 I am exempt from licensing under the New Zealand Immigration Advisers Licensing Act 2007. **Go to F4**  
 I am an unlicensed immigration adviser. **Go to Section G. Declaration By Person Helping the Applicant to Complete This Form.**

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.



## Section H

## Fee Payment Details

I am paying (amount)

Currency

For INZ office use only

Application number

### Preferred methods of payment

Bank cheque/Bank draft       EFTPOS\*       Credit card

\*Note the EFTPOS option is not available if lodging application by mail.

Credit card\*      Mastercard       Visa   
(specify type)

Name of cardholder       Card number       Expiry date

Signature of cardholder       day month year

### The following methods of payment can be used but are not recommended for the noted reasons:

Personal cheque      Your application will be held for 10 working days to ensure the cheque has cleared before it will be processed.

Cash      **Cash should not be sent through the mail for security reasons.**

### Note:

- Money orders are not an acceptable form of payment.
- Please see our leaflet **Fees Guide – a Guide to Immigration New Zealand's Fees** (INZ 1028). All current fees and specific payment instructions for branches can be found on the INZ website at [www.immigration.govt.nz](http://www.immigration.govt.nz).

## Collection Details

- I wish to collect my documents when ready.  
**(Note: This option is not available to applicants in the Auckland region).**
- Please return all documents to me by 'secure' post at the address given.

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 three branches, please provide your CVC/CVV number here

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

