



# SSE/WHE Work Visa Application

under Supplementary Seasonal Employment or  
Working Holidaymaker Extension Instructions



## Important information

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

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

### 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, please print clearly in English using CAPITAL LETTERS.**

## General requirements for SSE/WHE work visa

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.

- 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).
- Two recent passport-size photographs attached to this form in the Section A: Personal details.
- Evidence of an outward ticket from New Zealand, or sufficient funds to buy one.
- Any documents required by the instructions you are applying under, as detailed in this application form.

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



For further information on immigration  
visit [www.immigration.govt.nz](http://www.immigration.govt.nz)

August 2011

Department of Labour  
TE TARI MAHI



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## SSE work visa applicants

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

In addition to the general requirements above, you must provide evidence of having a genuine intention to work for an SSE-approved employer in the horticulture and viticulture industries. This evidence may include, but is not limited to:

- a job offer from an SSE-approved employer;
- arrangements for travel to or accommodation in regions where SSE employers are located;
- evidence of the horticulture and viticulture work you intend to complete, such as information on SSE employers, crops and regions or a harvest trail plan;
- correspondence with the relevant region's seasonal coordinator(s) to obtain information on SSE employers; or
- evidence of contact with SSE employer(s) whose details are available on the Immigration New Zealand website.

Please note, you may only be approved a work visa under these instructions once. There is a limit on the number of SSE work visa holders allowed which is set by INZ in consultation with the Ministry of Social Development. Your SSE work visa 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/sse](http://www.immigration.govt.nz/sse).

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## Conditions of the SSE work visa

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These instructions allow for the granting of visas for employment in seasonal work in the horticulture and viticulture industries, for employers who have been approved in principle under SSE instructions.

Your visa will allow you to work for any employer who holds a current SSE approval in principle. It will be granted for six months.

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## Working Holidaymaker Extension applicants

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You must complete sections A, B, 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 visa.

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## Conditions of the Working Holidaymaker Extension work visa

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

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## Health

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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 an *X-ray Certificate for Temporary Entry (INZ 1096)*.
- **for more than 12 months** must complete a *Medical and Chest X-ray Certificate (INZ 1007)*.

Please note, applicants for the Working Holidaymaker Extension visa 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 guide *Health Requirements (INZ 1121)* for more details on immigration health instructions and a list of low-incidence TB countries, areas and territories.

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## Character

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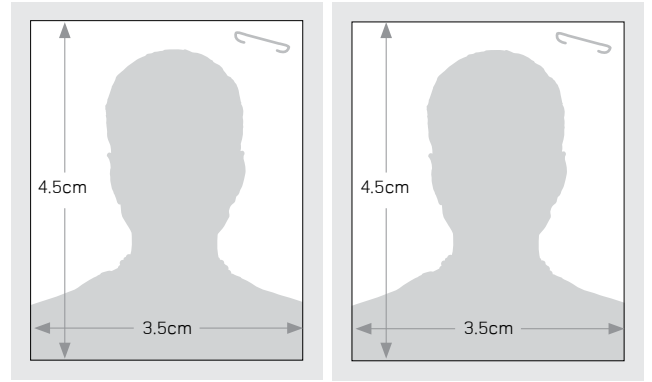
If you intend to be in New Zealand for two years or longer and you are aged 17 or over you must submit a police certificate from your country of citizenship and any country in which you have lived for five years or more since attaining the age of 17 years (or satisfactory evidence that you have never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

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

## Section A Personal details

All 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 of the 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** Partnership status  Married/in civil union  Never married/never in civil union  Partner  
 Separated  Engaged  Widowed  Divorced

## Section B Contact details

All 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?

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

No

**i** You can find a definition of immigration advice at [www.immigration.govt.nz/advice](http://www.immigration.govt.nz/advice).

**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 friends, relatives, or contacts you have in New Zealand (if applicable).

Name	Relationship
_____	_____

Address | \_\_\_\_\_

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Name	Relationship
_____	_____

Address | \_\_\_\_\_

## Section C SSE work visa

**C1** Have you previously been granted a work visa under the TRSE or SSE Instructions?

Yes  No

**C2** Since your most recent entry to New Zealand, have you held any type of work visa (including a working holiday visa)?

Yes  No

*Note: If you have answered Yes to either **C1** or **C2**, you are not eligible for a work visa under SSE instructions. If you hold a working holiday visa you may be eligible for a working holidaymaker extension visa, see Section D: Working holiday extension visa.*

**C3** Do you have an outward travel ticket or sufficient funds to purchase an outward travel ticket?

Yes *Attach evidence of your outward travel ticket or funds.*

No

**C4** Do you intend to work for an SSE-approved employer?

Yes *Attach evidence to demonstrate your intention to work for an SSE-approved employer.*

No

## Section D Working holidaymaker extension visa

**D1** What was the start date of your working holiday in New Zealand?

**D2** 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:			

*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).*

**D3** Do you have an outward travel ticket or sufficient funds to purchase an outward travel ticket?

Yes *Attach evidence of your outward travel ticket or funds.*

No

**Section E** Character details

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.

**E1** 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 from  Yes  No
- excluded (refused entry) from  Yes  No
- refused a visa by  Yes  No
- removed from  Yes  No

any country?

If you have answered **Yes** to any of the questions in **E1**, provide details below. Continue on a separate piece of paper if necessary.

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**E2** Are you required to submit a police certificate? (See 'Character' information on page 2.)  Yes  No

**Section F** Health details

All applicants must complete this section.

**F1** Do you have pulmonary tuberculosis (TB)?  Yes  No

**F2** Are you HIV positive?  Yes  No

**F3** Do you have any medical condition(s) that require, 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.

If you have answered **Yes** to any of the above questions, provide further details such as what your medical condition is and how long you have had the medical condition.

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**F4** Are you required to submit a medical certificate?

Yes Go to **F5**

No Go to **F8**

Applicants for the Working Holidaymaker Extension visa **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.

**F5** Have you submitted a full medical certificate or an *X-ray Certificate for Temporary Entry* with another Immigration New Zealand application in the last 24 months?

Yes Provide details of the type and date of the previous application below.

No Go to **F6**

Application number  Type of application

Date of application

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

**F6** Have you attached a completed *X-ray Certificate for Temporary Entry (INZ 1096)*?  Yes  No

**F7** Have you attached a completed *Medical and Chest X-ray Certificate (INZ 1007)*?  Yes  No

**F8** Are you pregnant?  Yes  No

## Section G 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 visa expires and that if I do not I may be liable for deportation.

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.

Short-term work visa 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



**Section I****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)

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 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 H: 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 work visa under the Supplementary Seasonal Employment (SSE) Instructions or the Working Holidaymaker Extension Instructions. 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.

### For more information

If you have questions about completing the form:

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

## Application checklist

OFFICE USE ONLY	Information and documents you must supply	
<input type="checkbox"/>	I have completed and signed the application form.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided my application fee.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached my passport or travel document (the original document).	<input type="checkbox"/>
<input type="checkbox"/>	I have attached a recent passport-size photograph.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached evidence of an outward ticket from New Zealand, or sufficient funds to buy one.	<input type="checkbox"/>
<b>Applicants applying under the SSE Instructions</b>		
<input type="checkbox"/>	I have attached evidence to demonstrate my intention to work for an SSE-approved employer.	<input type="checkbox"/>
<b>Applicants applying under the Working Holidaymaker Instructions</b>		
<input type="checkbox"/>	I have attached evidence of being employed to undertake seasonal work for three months in the horticulture and viticulture industries while holding my working holiday visa.	<input type="checkbox"/>
<b>Additional information and documents you may need to supply</b>		
<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"/>

### 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. Please 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.

## 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 New Zealand.)</i>	<input type="checkbox"/>
Return all documents to me by secure post at the address given at <b>B3</b>	<input type="checkbox"/>

## Section J

## 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

*Name of cardholder*

*Card number*

*Expiry date*

*Signature of cardholder*

*Date*

### 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.*

**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)