

VISITOR'S PERMIT – GENERAL CHECKLIST

General requirements

- A completed signed *Visitor's Permit Application Form for Use by Auckland Region Applicants Only (NZIS 1111)*.
- Application fee (payable by credit card, bank cheque/bank draft) as set out in *New Zealand Immigration's Guide to Fees (NZIS 1028)* and www.immigration.govt.nz/fees.
- Copy of your passport or travel document (which should be valid for at least 3 months past the date you plan to leave New Zealand) with passport number, expiry date and extension of validity (if any) details. This is required for each applicant included in the application form.
- Recent passport sized photograph attached to the application form for each applicant included in the application.
- Evidence of financial support while in New Zealand:
 - 1) NZ\$1000 per person per month, OR
 - 2) NZ\$400 for each person for each month and evidence of prepaid accommodation, OR/AND
 - 3) A completed *Sponsorship Form for Visiting New Zealand (NZIS 1025)*
- Evidence of onward travel from New Zealand:
 - 1) A valid flight ticket to a country to which you have right of entry OR
 - 2) A completed sponsorship form guaranteeing your repatriation OR
 - 3) Evidence of sufficient funds in New Zealand to purchase a ticket to a country to which you have right of entry

Health requirements

Pregnant woman and children under 11 years of age are not required to have an X-ray unless a special report is required. Please refer to our *Health requirements Leaflet (NZIS 1121)* for more details on immigration health policy and a list of low incidence TB countries/areas/territories.

Applicants intending to stay 6-12 months (including time already spent in New Zealand)

- Temporary Entry X-Ray Certificate (NZIS 1096)* which is less than 3 months old, if:
 - o you are from a country/area/territory **not** listed as low incidence tuberculosis (TB) area/country/territory, OR
 - o you have spend more than a total of three months in the past five years in a country/area/territory not listed as low incidence tuberculosis (TB) area/country/territory

Applicants intending to stay 12 months or more including time already spent in New Zealand)

Note that if you have already submitted a *Medical and Chest X-Ray Certificate* within the last two years you do not need to submit another with this application.

- Medical and Chest X-Ray Certificate (NZIS 1007)* which is less than 3 months old.

Special visitor categories

If you are applying under any other specific categories please refer to the *Auckland Region Visitor's Permit Application Form (NZIS 1111)* and *Guide for Visiting New Zealand (NZIS 1018)* for further information.

General advice for applicants

The following steps are guidelines for ensuring that your application for a visitor's permit is processed smoothly and efficiently.

- Email, mobile number and other phone numbers mentioned in the application form will help us to contact you fast and thus reduce time required to process the application.
- If you are applying for a further permit, you need to allow sufficient time for a decision to be made on your application before your current permit expires. It is highly recommended to lodge an application for visitor's permit at least one month before the expiry of current permit.
- If your permit expires, your application for further permit does not make your stay in New Zealand lawful or give you right to remain in New Zealand while your application is being processed.
- Due to circumstances beyond your control, if you were not able to lodge application for permit before your current permit expired, you can make a request in writing (explaining the reasons for late lodgement and why this application should be considered) for considering your application under Section 35A of Immigration Act. The application fee in this case will be \$200.00. Please note that there is no obligation on immigration officer to consider section 35A requests.
- If application form is not fully completed or correct amount of application fee is not paid the application will be returned failed lodgement.
- If total intended stay in New Zealand is six months or more you are required to submit a *Temporary Entry X-Ray Certificate (NZIS 1096)*. It does not matter how long you are requesting for permit to be valid in current application.
- If you are submitting a *Temporary Entry X-Ray Certificate (NZIS 1096)* please do not submit X-Ray Film unless any of the 'YES' columns in Section C of the certificate are ticked by the radiologist. Please keep the X-Ray film safe with you and we will request it if needed any further verifications.
- Please submit only photocopies of documents including passport. We will request original documents only if any further verifications are needed.
- Visitor's permits are issued electronically and proof of the same will be send to you in the form of a letter. For this reason there will not be any labels issued on passport.
- Visitors are allowed to remain in New Zealand for nine months in any 18-month period. This means, for example, if you visited for five months a year ago, you could only stay for another four months on a trip now.

For more information

Visit www.immigration.govt.nz/visit

Phone our National Call Centre:

- 09-914 4100 (if you are in Auckland) or,
- 0508 55 88 55.