



Sponsorship Form for Religious Workers

for applications under work and residence instructions



Information for sponsors

This form is for sponsoring an applicant for a New Zealand work or resident visa under Religious Worker Temporary Entry or Residence instructions.

An acceptable sponsor

A sponsor under this category must be a religious organisation registered as a charity with the Charities Commission, with a primary purpose of advancing religion. Sponsors will only be acceptable where they can satisfy Immigration New Zealand (INZ) that they are able to meet the undertakings given in this sponsorship form.

An acceptable sponsoring organisation must nominate a contact person authorised to make representations and enter into agreements on behalf of the organisation. The nominated contact person will be responsible for completing this form and signing the sponsorship undertakings.

The sponsoring organisation must:

- demonstrate that they support the applicant's work or resident visa application by completing Section B: Sponsoring organisation's details, and
- demonstrate that they are an acceptable sponsor by:
 - providing a copy of their Charities Commission registration certificate, and
 - completing Section D: Religious work details, and
- complete and sign Section F: Declaration by sponsor, confirming that they will meet the applicant's maintenance, accommodation and repatriation requirements.

Additional sections of the form that must be completed, and the evidence required to be submitted with this form, will depend on whether the applicant is applying for a work visa or a resident visa.

Completing this sponsorship form does not mean that the application of the person(s) your organisation is sponsoring will be approved. Applicants must meet all the requirements of the category they are applying under before they will be granted a visa.

Sponsoring an applicant for a work visa

When your organisation agrees to be a sponsor of an applicant for a Religious Worker visa under work instructions, it undertakes and agrees to:

- make sure the sponsored person, and any dependent child(ren), if applicable, have financial support for two years from the religious worker's first day as a Religious Worker work visa holder in New Zealand (maintenance costs like food, clothing and health care – things necessary for their health and welfare), and
- make sure the sponsored person and any dependent child(ren), if applicable, have suitable accommodation for two years from the religious worker's first day as a Religious Worker work visa holder in New Zealand, and



- guarantee to provide the cost of a return airfare for repatriation for the sponsored person, dependent child(ren), if applicable, and/or the sponsored person's partner if they are applying for a temporary visa that relies on the Religious Worker work visa application, and
- guarantee to provide for the cost of a return airfare for deportation, if necessary, for the sponsored person, dependent child(ren), if applicable, and/or the sponsored person's partner if they are applying for a temporary visa that relies on the Religious Worker work visa application. Costs associated with deportation may include costs to locate, detain and/or maintain the persons being deported, and/or travel costs.

The sponsoring organisation does not necessarily have to meet the costs of maintenance, accommodation and repatriation directly. However, if these costs are not funded by other means, the sponsoring organisation is responsible for covering them for the duration of the sponsorship period. If any debts are incurred to the Crown or a third party because these costs are not covered, the sponsoring organisation will be held liable.

If you do not meet these undertakings, the visa holder may be liable for **deportation**.

As well as agreeing to these sponsorship undertakings, a potential sponsor must also provide:

- evidence of financial ability to meet the sponsorship undertakings, and
- an employment agreement or description of the religious work.

Sponsoring an applicant for a resident visa

When your organisation agrees to be a sponsor of an applicant for a Religious Worker resident visa, it undertakes and agrees to:

- make sure the sponsored person and any other person included in their application for residence have financial support for at least five years from the religious worker's first day as a Religious Worker resident visa holder in New Zealand (maintenance costs like food, clothing and health care – things necessary for their health and welfare), and
- make sure the sponsored person and any other person included in their application for residence have suitable accommodation for at least five years from the religious worker's first day as a Religious Worker resident visa holder in New Zealand, and
- guarantee to provide the cost of a return airfare for repatriation for the sponsored person and any other person included in their application for residence, and
- guarantee to provide for the cost of a return airfare for deportation, if necessary, for the sponsored person and any other person included in their application for residence. Costs associated with deportation may include costs to locate, detain and/or maintain the persons being deported, and/or travel costs.

The sponsoring organisation does not necessarily have to meet the costs of maintenance, accommodation and repatriation directly. However, if these costs are not funded by other means, the sponsoring organisation is responsible for covering them for the duration of the sponsorship period. If any debts are incurred to the Crown or a third party because these costs are not covered, the sponsoring organisation will be held liable.

If your organisation does not meet these undertakings, the visa holder may be liable for deportation.

As well as agreeing to these sponsorship undertakings, a potential sponsor must also provide:

- evidence of financial ability to meet the sponsorship undertakings, and
- evidence to demonstrate that they have a long term need for a religious worker, and
- an employment agreement or description of the religious work.

Who qualifies for a work visa under Religious Worker instructions?

Non-New Zealand citizens or non-residence class visa holders who:

- have qualifications and/or experience in religious work for two or more years, and
- have genuine New Zealand-based religious work sponsored by a registered charitable organisation whose primary purpose is advancing religion, and
- have not previously held more than one Religious Worker work visa, and
- are healthy and of good character.

See our *Work Visa Guide (INZ 1016)* for further details.

Who qualifies for a resident visa under Religious Worker instructions?

Non-New Zealand citizens or non-residence class visa holders who:

- have held a work visa granted under Religious Worker instructions for a period of at least three years, and
- have qualifications and/or experience in religious work for five or more years, and
- have genuine, ongoing New Zealand-based religious work sponsored by a registered charitable organisation whose primary purpose is advancing religion, and
- are aged 55 years or younger at the time they apply for residence, and
- meet the minimum English language requirements, and
- are healthy and of good character.

See our *Self-Assessment Guide for Residence in New Zealand (INZ 1003)* for further details.

What happens if your organisation does not honour the sponsorship?

If your organisation fails to carry out their responsibilities as a sponsor (a breach of sponsorship undertakings), the sponsored person will be in breach of their visa conditions and may become liable for deportation.

If your organisation fails to carry out their responsibilities as a sponsor, and the sponsored person incurs costs to the New Zealand Government or a third party to cover any part of their maintenance, accommodation or return travel (or deportation), your organisation will be responsible for repaying those costs.

If your organisation fails to repay the costs incurred by the sponsored person, a debt for the amount of those costs will then be due to the New Zealand Government or the third party. This debt may be enforced against your organisation in the New Zealand courts. This debt will remain your organisation's responsibility until it is repaid, even if the sponsored person is no longer in New Zealand, is in New Zealand unlawfully, or has a new visa.

If your organisation breaches their sponsorship undertakings (whether there is a debt or not), they may not be able to sponsor again in the future.

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 sponsorship form.

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, print clearly in English using CAPITAL LETTERS.

Sections A to F must be completed by the contact person authorised to make representations and enter into agreements on behalf of the sponsoring organisation.

Section A Applicant's details

A1 Name of visa applicant being sponsored.

Family/last name

Given/first name(s)

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A2 Applicant's date of birth

A3 Applicant's gender Male Female

A4 Applicant's country of birth

A5 Applicant's citizenship

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A6 What type of visa is the applicant applying for? Tick **one** of the options below.

A temporary entry **work visa** under Religious Worker instructions.

A **resident visa** under Religious Worker instructions. *Go to* **B1**.

A7 Are you sponsoring a dependent child/children of the applicant detailed at **A1**?

Yes *Go to* **A8**

No *Go to Section B: Sponsoring organisation's details.*

A8 Name(s) of dependent child/children being sponsored by you.

Dependent child one

Family/last name

Given/first name(s)

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Child's date of birth

Dependent child two

Family/last name

Given/first name(s)

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Child's date of birth

Dependent child three

Family/last name

Given/first name(s)

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Child's date of birth

Section B Sponsoring organisation's details

B1 Name of the sponsoring organisation

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B2 Name of the sponsoring organisation as it is registered with the Charities Commission

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B3 Charities Commission registration number

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B4 Date of registration with the Charities Commission

Attach a verified copy of your Charities Commission registration certificate to this form.

B5 Name of the contact person for the sponsoring organisation

Family/last name

Given/first name(s)

B6 Contact person's date of birth

B7 Position or title in sponsoring organisation

Physical address

Postal address

Telephone (daytime)

Telephone (evening)

Fax

Email

B8 Name and address for communication about this sponsorship form.

Same as address at **B7**, or As below

Name

Company name (if applicable) and address

Telephone (daytime)

Telephone (evening)

Fax

Email

B9 Have you received immigration advice on this sponsorship form?

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

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

No

Section C Sponsor eligibility

C1 Has your organisation or any of its listed directors, trustees or management been convicted of an offence(s) under immigration law?

Yes No

C2 Does your organisation have an outstanding debt to the Crown or other third parties as a result of another sponsorship arrangement?

Yes No

C3 Is your organisation in receivership or liquidation? Yes No

Section E Sponsorship undertakings

E1 What type of application is your organisation sponsoring?

Work visa application. *Go to* **E2**

Resident visa application. *Go to* **E3**

E2 Work visa application: Sponsoring organisation's undertakings

_____ (*authorised contact person's name*),

undertakes to meet the requirements for maintenance, accommodation and repatriation or deportation costs, if necessary, of the applicant and any dependent children named in this form at Section A: Applicant's details, for the two years following their arrival in New Zealand.

E3 Resident visa application: Sponsoring organisation's undertakings

_____ (*authorised contact person's name*),

- undertakes to meet the requirements for maintenance, accommodation and repatriation or deportation costs, if necessary, of the applicant named in this form at Section A: Applicant's details, and any other person included in their application for residence, for the five years following the grant of their resident visa, and
- agrees that if the applicant named in this form at Section A: Applicant's details, or any other person included in their application for residence, applies to the Ministry of Social Development for, or is paid, any welfare assistance during the five-year period their residence is sponsored:
 - INZ may provide any information that the organisation has provided in this application form to the Ministry of Social Development for the purposes of assessing whether the sponsored person, or any other person included in their application for residence, should receive welfare assistance, and
 - the Ministry of Social Development may provide INZ with any information it receives regarding the organisation's failure to meet any obligations as set out below.

Note: Under section 55 of the Immigration Act 2009, in the event of a sponsor failing to comply with the whole or any part of the above undertakings:

- *the sponsor shall be liable to pay the Crown or a third party all costs and expenses reasonably incurred in respect of that failure*
- *the visa holder shall be deemed to have breached the conditions of his or her visa and may be liable for deportation.*

Section F Declaration by sponsor

This declaration must be witnessed by a person authorised to take statutory declarations, such as a Justice of the Peace, a lawyer, or a notary public. Make sure that you understand the declaration before you sign this section. The full name of the sponsoring organisation must be given for each of the undertakings below, but the declaration must be signed by the authorised contact person.

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 sponsorship form.

I,
authorised contact person's name

of
name of sponsoring organisation

sponsor's address

solemnly swear

- that the information supplied in this form and in the attachments is true and correct, and
- that the organisation will honour the sponsorship undertakings given in Section E: Sponsorship undertakings in respect of the person(s) named in Section A: Applicant's details who the organisation has agreed to sponsor in this form.

I acknowledge that I will be liable for any reasonable cost(s) incurred by the Crown or a third party as a result of failing to honour the sponsorship undertakings given in Section E: Sponsorship undertakings, and that those costs may be recoverable in the New Zealand courts.

I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Signature of authorised contact person

Declared at this day of 20
place date month year

before me ,
(name of person authorised to take statutory declarations) (official designation)

Signature of person authorised to take statutory declarations

Contact details of person authorised to take statutory declarations. (Note: Any information you provide will be used for verification purposes only. Contact your nearest Immigration New Zealand branch for more information, or to access or correct any information you have provided.)

Address

Telephone (daytime) Telephone (evening)

Fax Email

Signature of person authorised to take statutory declarations

Section H Declaration by person helping the sponsor to complete this form

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

Same as address given at **B7** or Same as address given at **B8** 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 sponsor 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 or attached and give reasons for the changes or attachments.

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

I have **assisted** the sponsor as an interpreter/translator.

I have **assisted** the sponsor with recording information on the form.

I have **assisted** the sponsor in another way. Specify

I have **provided immigration advice** (as defined in the Immigration Advisers Licensing Act 2007) and my details in Section G: Immigration adviser's details, are correct.

Signature of person assisting

Date



About the information you provide

Immigration New Zealand collects the information on this form to decide whether the sponsoring organisation is eligible to sponsor an applicant for a visa under the Religious Worker Work or Residence instructions, and to ensure that you meet your sponsorship obligations should the person you are sponsoring be granted a visa to be in New Zealand.

The main recipient of the information is Immigration New Zealand (a service of the Department of Labour) but it may also be shared with other Government agencies which are entitled to this information under applicable legislation.

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 have the right to access information about yourself or your organisation held by Immigration New Zealand and to ask for any of it to be corrected if you consider that is necessary.

For more information

If you have questions about completing the form:

- see our website 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.

What to do next

When the form is completed, check that the sponsor's declaration has been signed by the appropriate person(s), and duly witnessed by a person authorised to take statutory declarations (such as a Justice of the Peace, a lawyer, or a notary public).

Ensure the supporting organisation has attached the evidence specified in the application checklist. Attach any evidence then give the form and any attachments to the applicant to include with their application for a visa.

Application checklist

OFFICE USE ONLY	Information and documents you must supply	CHECK LIST
<input type="checkbox"/>	I have completed the sponsorship form.	<input type="checkbox"/>
<input type="checkbox"/>	I have signed the form.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided the Charities Commission registration certificate for the organisation I represent.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided an employment agreement for the person I am sponsoring.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided a description of the religious work I am sponsoring.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided evidence of financial ability to meet sponsorship undertakings.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided evidence of a long-term need for a religious worker.	<input type="checkbox"/>

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