

## WORK PERMIT- FAMILY WORK POLICY CHECKLIST

### General requirements

- A completed signed *Application to Work in New Zealand form (NZIS 1015)*.
- 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](http://www.immigration.govt.nz/fees).
- Your passport or travel document (which should be valid for at least 3 months past the date you plan to leave New Zealand).
- Recent passport sized photograph attached to the application form.

### 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 (NZIS 1007)* 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.

### Character requirements

If you are aged 17 or over and you are intending to be in New Zealand for more than two years (including time already spent in New Zealand), you must submit:

- Original police certificates, less than 6 months old, from your country of citizenship and any country in which you have lived for five years or more since attaining the age of 17years (or satisfactory evidence that you have never lived in that country).

If you have already submitted the above police certificates within last two years you do not need to submit them again along with this application. We will advise you if we need you to submit updated police certificates at a later date.

### **For partners of New Zealand citizens or residents**

- Evidence that you and your partner meet the minimum requirements for the recognition of a partnership set out in *Guide for Working in New Zealand (NZIS 1016)*.
- Evidence that you are living together in a genuine and stable relationship (refer to policy F2.20.15 for examples).
- Evidence that your partner is a New Zealand citizen or permanent resident.
- Evidence that your partner intends to be in New Zealand for the same period of time you have applied for in this application.
- A letter of support from your partner.

### **For partners of work visa/permit holders**

- Evidence of your partner's work visa or permit or eligibility to obtain a work visa or permit.
- Evidence that you are living together in a genuine and stable relationship (refer to policy F2.20.15 for examples).
- Evidence that you and your partner meet the minimum requirements for the recognition of a partnership set out in *Guide for Working in New Zealand (NZIS 1016)*.
- Evidence that your partner intends to be in New Zealand for the same period of time you have applied for in this application.
- A letter of support from your partner.

### **For partners of student visa/permit holders (except NZAID supported student permit holders)**

- Evidence that you are living together in a genuine and stable relationship (refer to policy F2.20.15 for examples).
- Evidence that you and your partner meet the minimum requirements for the recognition of a partnership set out in the *Guide for Working in New Zealand (NZIS 1016)*.
- Evidence that your partner intends to be in New Zealand for the same period of time you have applied for in this application.
- Letter of support from your partner.
- Evidence of your partner's Student Permit to study towards qualifications in areas of absolute skill shortage as specified in the Long Term Skill Shortage List or towards postgraduate qualifications.

### **For partners of NZAID supported student permit holders**

- Evidence that you are living together in a genuine and stable relationship (refer to policy F2.20.15 for examples).
- Evidence that you and your partner meet the minimum requirements for the recognition of a partnership set out in *Guide for Working in New Zealand (NZIS 1016)*.

- Evidence that your partner intends to be in New Zealand for the same period of time you have applied for in this application.
- Letter of support from your partner.
- Evidence of an offer of employment.
- Letter of approval from NZAID.
- A completed *Employer Supplementary Form (NZIS 1113)* from your employer.
- Evidence of registration if this is required to undertake employment in the position you have been offered.
- Evidence that you are suitably qualified by training and experience to do the job you have been offered.

### **For more information**

Visit [www.immigration.govt.nz/work](http://www.immigration.govt.nz/work)

Phone our National Call Centre:

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