

# Registration Form *for* Refugee Family Support Category Sponsor

## Information for Refugee Family Support Category Sponsors

### What is the Refugee Family Support Category?

The Refugee Family Support Category allows some people who were granted residence as refugees to sponsor a family member and that person's partner and dependent children for residence in New Zealand. Each year there are 300 places available. The Refugee Family Support Category has replaced the previous Refugee Family Quota ballot system.

### How does the Refugee Family Support Category work?

There is a two-tier registration system with priority given to tier one sponsors who meet a high threshold of need. The process for selection is:

1. Registrations from tier one sponsors are given first access to the 300 places available per year. They are put in a queue.
2. Registrations are selected from the tier one queue until the 300 places are filled.
3. If there are more registrations in the queue than places available, there will be no more selections from the queue until places are available in the next annual period.
4. If there are fewer registrations in the queue than places available, Immigration New Zealand (INZ) will call for registrations from tier two sponsors. The tier two registrations are put into a ballot and selected randomly.
5. If their sponsor's registration is selected from the tier one queue or drawn from the tier two ballot, the family members included in the registration can apply for residence under this category.

Bringing your family to New Zealand under the Refugee Family Support Category is a three-step process.

Step one – you register as a tier one sponsor or tier two sponsor by completing this registration form and paying a fee. The registration form contains the names of the family members that you want to bring to New Zealand.

Step two – we assess your eligibility and, if you are eligible, we select your registration from the tier one queue or tier two ballot.

Step three – your nominated family members apply for residence.

### Who can be a tier one sponsor?

To be a tier one sponsor under the Refugee Family Support Category, you must:

- be in New Zealand; and
- be a New Zealand citizen, or the holder of a current residence permit; and
- have been granted residence in New Zealand on the basis of your status as a refugee; and
- be aged 17 years or over; and
- either have no 'immediate family' living lawfully and permanently in New Zealand, or be the 'sole carer' of a 'dependent relative' or 'dependent relatives' in New Zealand; and
- have no other 'family member' eligible to be sponsored for residence under any other residence policy; and
- have not been a successful sponsor under the Refugee Family Support Category (or Refugee Family Quota) policy before.

(See definitions on page B.)

Tier one sponsors may register to sponsor any one of the following family members:

- parent; or
- grandparent; or
- grandchild; or
- uncle; or
- aunt; or
- nephew; or
- niece; or
- adult sibling; or
- adult child,

and that person's partner and/or dependent children.

That family member must not be eligible for residence under any other category of residence policy (eg Skilled Migrant Category).

## Who can be a tier two sponsor?

To be a tier two sponsor under the Refugee Family Support Category, you must:

- be in New Zealand; and
- be a New Zealand citizen, or the holder of a current residence permit; and
- have been granted residence in New Zealand on the basis of your status as a refugee; and
- be aged 17 years or over; and
- have no other 'family member' eligible to be sponsored for residence under any other residence policy; and
- have not been a successful sponsor under the Refugee Family Support Category (or Refugee Family Quota) policy before; and
- have been a New Zealand citizen, or the holder of a current resident permit or returning resident's visa, for at least three years immediately preceding the date your registration is lodged; and
- have spent at least 184 days in New Zealand in each of those three years.

(See definitions below.)

Tier two sponsors may register to sponsor any one of the following family members:

- parent; or
- adult sibling; or
- adult child; or
- grandparent (if that grandparent is the sponsor's legal guardian);

and that person's partner and/or dependent children.

That family member must not be eligible for residence under any other category of residence policy (eg Skilled Migrant Category).

### Definitions

The **principal applicant** is the person who is declared to be the principal applicant on the residence application form and when the application is assessed, they will be assessed against the Government Residence Policy criteria.

**Immediate family**, in relation to a sponsor, means your partner, parent, or non-dependent child.

**Dependent children** are children who are totally or substantially reliant on you or your partner for financial support, whether or not they are living with you, and who are either:

- single, aged 17 to 24, and with no children of their own; or
- single, aged 16 years or younger.

**Sole carer** means that you have the primary responsibility for the day-to-day care of a 'dependent relative' or relatives in New Zealand, on an ongoing basis.

Evidence that you are a sole carer includes, but is not limited to:

- evidence of Accident Compensation Corporation (ACC) payments made to you (where you are considered by ACC to be a provider of home help to a sick or injured relative or relatives);
- evidence from a district health board, general practitioner or other health agency which specifies you as a carer of a dependent relative or relatives;
- evidence from Work and Income that the dependent relative or relatives are on an invalid's benefit;
- any other evidence that the dependent relative or relatives are totally or substantially reliant on you for financial support whether they are living with you or not (where the dependent relative(s) are 16 years of age or younger).

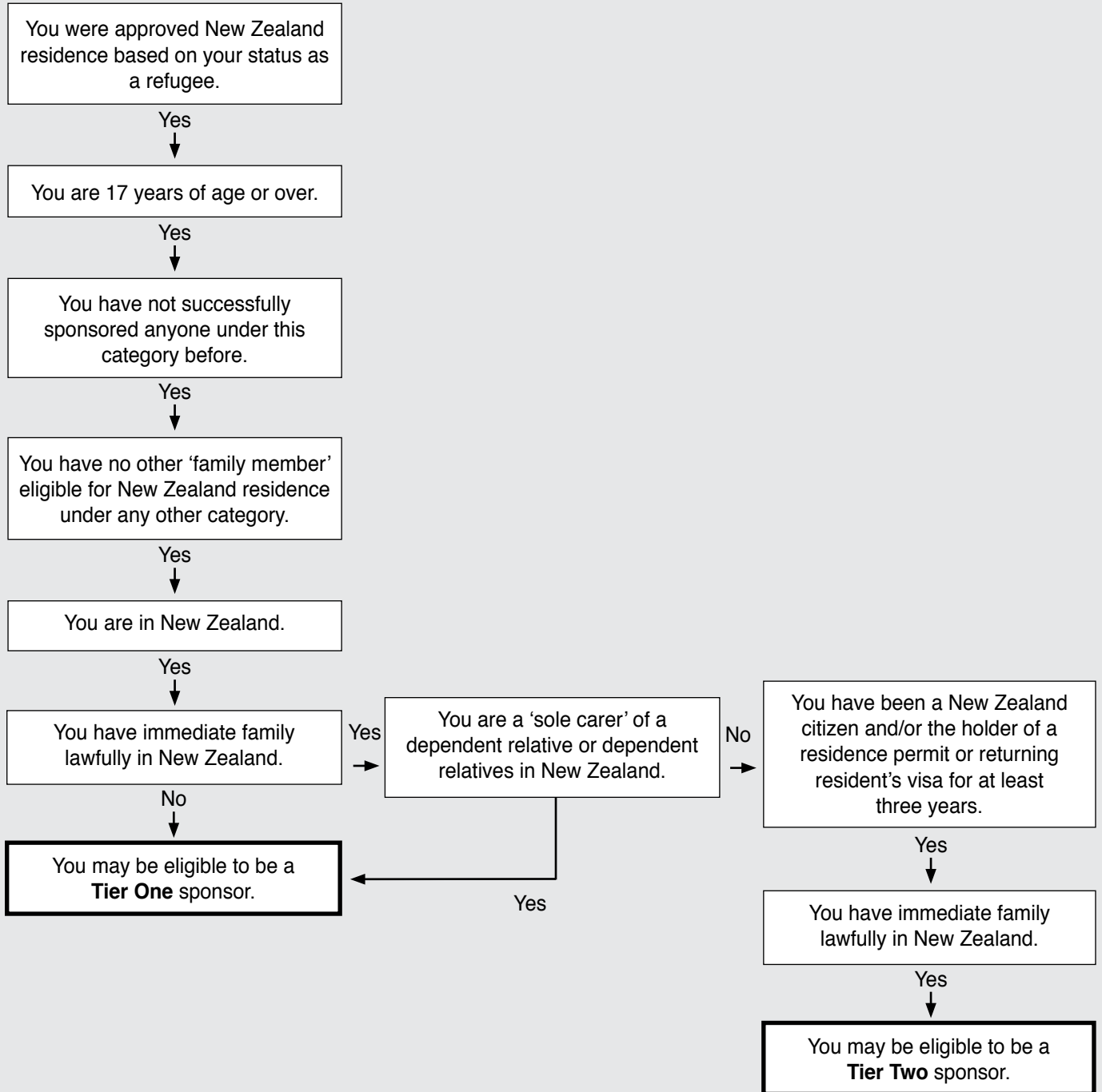
If you have immediate family in New Zealand (partner, parent, or adult children) you will need to provide an explanation of why these family members are unable to assist you in the care of your dependent relative(s).

**Note:** additional evidence may be requested.

**Family member** or **dependent relative** can be your partner, parent, child, grandparent, grandchild, uncle, aunt, nephew, niece, or adult sibling.

A **grandparent** is considered to be your legal guardian if your parents died before you attained the age of 20 years and your grandparent had custody and the right to control your upbringing before you attained the age of 20 years.

# Check your eligibility to be a sponsor under the Refugee Family Support Category



# Information for tier one and tier two sponsors

## How do my family members qualify for residence under the Refugee Family Support Category?

They will only qualify for residence under the Refugee Family Support Category if:

- your registration is selected from the tier one queue; or
- your registration is drawn from the tier two ballot; and
- they are not eligible for residence in New Zealand under any other immigration policy; and
- Immigration New Zealand can confirm the relationship between you and your sponsored family members; and
- they meet health and character requirements; and
- they lodge their residence application within **12 months** of Immigration New Zealand advising that the registration has been selected or drawn.

If they are in New Zealand, your family members must be lawfully in New Zealand to lodge an application under the Refugee Family Support Category.

## How do I make a sponsor registration?

The Refugee Family Support Category tier one queue will open on 12 November 2007 with no end date. Eligible sponsors who meet tier one requirements may register on and from 12 November 2007. The fee for tier one sponsors is NZ\$70.

Tier two sponsors must wait until Immigration New Zealand has announced that there are available places and that a ballot will be run for tier two sponsors. The fee for tier two sponsors is NZD\$70 for first-time registrations and NZ\$50 for sponsors who have entered a registration in a previous Refugee Family Support Category registration period. (Please note that registrations under the old Refugee Family Quota Ballot system are not considered to be 'previous registrations'.)

To make a registration, fill in this form and send it along with the registration fee, and other documents required, to:

Immigration New Zealand  
Refugee Family Support Category  
PO Box 5347  
Wellesley Street  
Auckland 1036.

### Your registration may be refused if any of the people you have included:

- are already included in another sponsor's registration; or
- have a current residence application under any other category under consideration by INZ at the time your registration is lodged; or
- are eligible for residence in New Zealand under any other category of Government residence policy; or
- are unlawfully in New Zealand at the time your registration is lodged; or
- are currently claiming refugee status in New Zealand.

You must have only one registration in the tier one queue or tier two ballot at any time. If you lodge more than one registration, the second and subsequent registration forms will not be accepted.

Your registration will be returned to you if your registration is not accepted for any of the reasons above.

## 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, INZ will return your registration.

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.

Tear off and keep these notes if you wish.

*Detach and keep these information sheets, if desired.*

# Registration Form for Refugee Family Support Category Sponsor

For Immigration New Zealand use only

Registration number			
Date of invitation to apply	DD	MM	YY
Queue reference (tier one only)			

## A. Sponsor's details

Client number

**A1** Your name?

Family name

Given names

**A2** Your gender?  Male  Female

**A3** Your date of birth     
day month year

**A4** Your country of birth?

**A5** Your country (or countries) of citizenship?

**A6** Your current home address and telephone number?

Home address	Telephone (day)
	Telephone (night)
	Email
	Fax

**A7** Name and address for correspondence about this registration application.

Same as address at A6.  Other

Name	Telephone (day)
Address	Telephone (night)
	Email (if any)
	Fax (if any)

**A8** Do you authorise the person stated at A7 to act on your behalf?

Yes  No

**A9** Have you received immigration advice on this registration application?

Yes Please make sure that your immigration adviser completes Section D. Immigration advisers details.

No

**A10** Are you a New Zealand citizen?

Yes  No

**A11** Are you a New Zealand residence permit holder?

Yes  No

If yes, what date were you first granted residence in New Zealand?

<input type="text"/>	<input type="text"/>	<input type="text"/>
day	month	year

**A12** Were you granted residence in New Zealand on the basis of your status as a refugee?

Yes  No

**A13** Have you ever sponsored another principal applicant who has been granted residence under the Refugee Family Support Category (or Refugee Family Quota Category)?

Yes  No

**A14** Please state, in the table below, the names, dates of birth, and the relationship to you of all your family members who **currently reside** in New Zealand and their New Zealand immigration status. You must list any partner, children, parents, grandparents, uncles, aunts, nephews, nieces, brothers, or sisters.  
(If none, please state "none". Continue on a separate sheet of paper if necessary.)

Family name	Given names	Date of birth			Relationship to you	New Zealand immigration status (eg work permit holder, resident)
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		

**A15** Do you have any immediate family members (partner, parent, or non-dependent child) living permanently in New Zealand?

Yes  Please state, in the table below, their names, dates of birth, relationship to you, and their New Zealand immigration status. (If none, please state 'none'. Continue on a separate sheet of paper if necessary.)

Family name	Given names	Date of birth			Relationship to you	New Zealand immigration status (eg work permit holder, resident)
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		

No  Go to Section B

Go to question A16.

**A16** Are you the sole carer of a dependent relative(s) in New Zealand?

Yes  Please state, in the table below, their names, dates of birth, relationship to you, and their New Zealand immigration status. (If none, please state 'none'. Continue on a separate sheet of paper if necessary.)

Family name	Given names	Date of birth			Relationship to you	New Zealand immigration status (eg work permit holder, resident)
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		
		DD	MM	YY		

No  Go to question A17.

Go to Section B

**A17** Have you spent at least 184 days in New Zealand in each of the 12-month portions of the three years immediately preceding the date of this sponsorship registration?

Yes  No

# B. Details of Person Being Sponsored

**B1** Name of the person you wish to sponsor under the Refugee Family Support Category?

Family name (as shown on passport)		Given names	
---------------------------------------	--	-------------	--

**B2** Their gender?  Male  Female

**B3** Their country of residence?

**B4** Their date of birth?

day	month	year

**B5** Their partnership status?  
(Please mark one)

Married
  Never married
  Partner  
 Widowed
  Divorced
  Separated

**B6** Tier one sponsors only

This person is your:  
(Mark one)

Parent
  Adult sibling
  Adult child
  Grandparent  
 Uncle
  Aunt
  Nephew
  Niece  
 Grandchild

Tier two sponsors only

This person is your:  
(Mark one)

Parent
  Adult sibling
  Adult child  
 Grandparent (and they are your legal guardian)

**B7** Their address and contact details?

Address	Telephone (day)
	Telephone (night)
	Email (if any)
	Fax (if any)

**B8** List any partner and dependent children of the person you want to sponsor.

Note that any existing partner and dependent children of the person you want to sponsor who are not named in this registration will not be able to be included in the subsequent residence application under the Refugee Family Support Category. Any existing partner or dependent children of your family member will not be able to be approved if they apply for residence later under the Partnership Policy or Dependent Child Policy of the Family Category.

Note however, that any child of your family member born or adopted after the registration was submitted may be included in the subsequent residence application. The same applies to a new spouse or partner if, for example, your family member's partner meets partnership requirements after their registration was submitted.

List names and date of birth as shown in passports (if they have one) or birth certificate (if they do not have a passport).

Continue on a separate sheet of paper if necessary. If no family members are included, please state 'None'.

Family name	Given name	Gender	Date of birth	Relationship to person named at B1	Partnership status	Country of citizenship	Country of residence	Will they be included in the subsequent residence application? Yes/No
			DD   MM   YY					
			DD   MM   YY					
			DD   MM   YY					
			DD   MM   YY					

# C. Sponsor's Declaration

**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.**

- I understand that if I make any false statements, or provide any false or misleading information, I may be committing an offence and be liable to prosecution.
- I understand the notes and questions given in this form and I declare that the information given about myself and the person(s) I wish to sponsor is true and complete.
- 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, Immigration New Zealand will return my registration application.
- I authorise Immigration New Zealand to make any enquiries it deems necessary regarding the information provided on this form and to share information about me with other government agencies to the extent necessary to make decisions about my eligibility to be a sponsor. I also consent to any organisation providing relevant information to Immigration New Zealand about me.
- I understand that completing this sponsorship form does not mean it will be selected, or that the people I have agreed to sponsor will be granted residence.

## SPONSOR'S UNDERTAKINGS

1. I will ensure that adequate accommodation in New Zealand is and continues to be available for the person(s) I have agreed to sponsor in Section B of this form, and
2. I will provide accommodation in New Zealand for the first 24 months of the sponsored person(s)' residence in New Zealand if necessary.

I \_\_\_\_\_, \_\_\_\_\_  
*(full name of sponsor)* *(occupation)*

of \_\_\_\_\_  
*(address)*

solemnly and sincerely declare that the information supplied on this form and in the attachments is true and correct, and that I will honour the sponsorship undertakings given in respect of the person(s) I have agreed to sponsor in Section B of this form. I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

**Signature of sponsor**

Declared at \_\_\_\_\_ this \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_  
*(place)* *(day)* *(month)* *(year)*

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

**Contact details of person authorised to take statutory declarations.** (Note: the supply of any contact details to Immigration New Zealand is optional. 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 (home)
	Telephone (work)
	Email (if any)
	Fax (if any)

**Signature of person authorised to take statutory declarations**

# D. Immigration Adviser's Details

This section must be completed by the sponsor's immigration adviser. If the sponsor does not have an immigration adviser, this section does not have to be completed.

**D1** Have you been lawfully present in New Zealand for more than 183 days in the last 12 months?  Yes  No

**D2** 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 D3**
- I am exempt from licensing under the New Zealand Immigration Advisers Licensing Act 2007. **Go to D4**
- I am an unlicensed immigration adviser. **Go to Section E. Declaration By Person Helping the Sponsor 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.

**D3** **Licensed advisers.** Please provide your licence details.

Licence type  full  provisional  limited. List conditions specified in the Register.


Licence number  **Go to Section E. Declaration By Person Helping the Sponsor to Complete This Form.**

**D4** **Exempt from licensing.** Tick one box below to show why you are exempt from licensing.

- I provided immigration advice in an informal or family context only, and I did not provide the advice systematically or for a fee.
- I am a New Zealand member of Parliament or member of their staff and I provided immigration advice as part of my employment agreement.
- I am a foreign diplomat or consular staff.
- I am an employee of the New Zealand public service and I provided immigration advice within the scope of my employment agreement.
- I am a lawyer and I hold a current practising certificate as a barrister or as a barrister and solicitor of the High Court of New Zealand.
- I am employed by, or I am working as a volunteer for, a New Zealand community law centre where at least one lawyer is on the employing body of the community law centre or is employed by or working as a volunteer for the community law centre in a supervisory capacity.
- I am employed by, or I am working as a volunteer for, a New Zealand citizens advice bureau.
- I provided immigration advice offshore in relation to applications or potential applications for student visas or student permits only.

**Go to Section E. Declaration By Person Helping the Sponsor to Complete This Form.**

# E. 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 sponsor. If the sponsor does not have an immigration adviser, and no one helped the employer 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 sponsor.**  Same as address given at Question A7, or  as below.

Name (include company name if applicable) and address	Telephone (day)
	Telephone (night)
	Email (if any)
	Fax (if any)

I understand that after the sponsor has signed this form it is an offence to change or add further information, change any documents attached to the form, or attach any further documents to the form.

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. 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 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 filling in the form

I have **assisted** the sponsor in another way. Please specify

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

Signature of person assisting

Date     
Day Month Year



## What do I do now?

The Refugee Family Support Category tier one queue opens on 12 November 2007 with no end date. Eligible sponsors who meet **tier one** requirements may register on and from 12 November 2007.

**Tier two** sponsors must wait until Immigration New Zealand has announced that there are available places and that a ballot will be run for tier two sponsors.

Registrations must be made on the official registration form *Registration Form for Refugee Family Support Category Sponsor* (NZIS 1094).

Post your completed sponsorship registration form with the accompanying fee **by secure mail** to:

Immigration New Zealand  
Refugee Family Support Category  
PO Box 5347  
Wellesley Street  
Auckland 1036

**Note:** If any of the address details you have given in this form change, or if your circumstances change (eg you can no longer meet tier one or tier two sponsorship requirements), it is important that you advise Immigration New Zealand immediately.

# Checklist – Please complete

If you fail to provide any of the requirements noted in the checklist your registration form may be returned to you.

All documents provided to Immigration New Zealand must be either certified true copies or originals. For speed of registration processing and document security, we recommend that you provide certified true copies instead of original documents. Please note that certified true copies WILL NOT be returned.

	Yes	No
1. <b>Registration form signed</b> by you and <b>witnessed by</b> a person authorised to take statutory declarations.	<input type="checkbox"/>	<input type="checkbox"/>
2. The <b>registration fee</b> .	<input type="checkbox"/>	<input type="checkbox"/>
3. Evidence of your <b>immigration status in New Zealand</b> . Evidence that you are a New Zealand <b>citizen</b> can be: <ul style="list-style-type: none"> <li>• A valid New Zealand passport; or</li> <li>• A certificate of New Zealand Citizenship; or</li> <li>• A recent official statement of citizenship from the Department of Internal Affairs.</li> </ul> Evidence that you are a New Zealand <b>resident</b> can be: <ul style="list-style-type: none"> <li>• A current New Zealand residence permit or returning resident's visa in your passport or travel document.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
4. A birth certificate for each of the family members included in your registration if you are able to provide these.	<input type="checkbox"/>	<input type="checkbox"/>
5. If you have submitted original documents and want them returned to you by secure means, please supply a pre-paid self-addressed courier envelope. Otherwise we will return any original documents by ordinary mail. Have you enclosed a self-addressed courier envelope?	<input type="checkbox"/>	<input type="checkbox"/>
6. Tier one sponsors only – evidence that you are a sole carer (if applicable). See definitions on page B.	<input type="checkbox"/>	<input type="checkbox"/>
7. I have received immigration advice on this application.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Note:</b> If you are aged between 17 and 24 years, you must satisfy a visa or immigration officer that you will be able to meet the undertakings in this form.		