

Checklist for India

Visitor visa general Intended stay of less than 6 months

SEPTEMBER 2024

You do not have to provide original documents when you lodge your application unless specified in this checklist, but if you choose to, please provide a copy along with the original. All Application forms must be the signed original.

The best way to make a visitor visa application is through our online visa application service: <https://apply.immigration.govt.nz/> The online visa application service is quick, easy and enables you to monitor progress of your application.

Alternatively, you can lodge your application at the New Zealand Visa Application Centres (VAC) in India. For more information about the VACS visit: <https://visa.vfsglobal.com/ind/en/nzl>.

If you are travelling as part of a wider family group making multiple visitor visa applications so you can travel to New Zealand together, each application should include a letter detailing the name, date of birth and passport number of every person in the group.

It's important you provide all the relevant information requested below so we can process your application promptly.

Who can be included in an application?

- › An individual.
- › A couple.
- › Parent(s) with dependent children under 20 applying at the same time for the same duration.

What to include in the application?

- ☐ English language translations for any documents not provided in English.
 - › Documents must be translated by somebody who meets our requirements and not by a family member or friend.
 - › Go to INZ website for more information www.immigration.govt.nz/english-translation.
- ☐ A fully completed Visitor visa application form (INZ 1017) or Specific Purpose Work Visa.
- ☐ Two recent passport-sized colour photographs, (must be less than 6 months old) of each person included in the application (any background).
- ☐ Application fee.
- ☐ A copy of the identity pages of the passports of every person included in the application.

- ☐ Evidence of your ability to fund your stay in New Zealand, and your outward travel from New Zealand such as:
- › A completed Sponsorship Form for Temporary Entry (INZ 1025); or
 - › Bank deposit books showing a saving history.
 - › Bank statements or payslips for the previous 3 months showing salary credits.
 - › Credit card statements and limits.
 - › Income tax returns for the last two years.
 - › Any other evidence of funds in addition to the above.
- ☐ If you are including your partner or dependent child in your application, submit evidence of your relationship to them, such as your marriage certificate or your child's birth certificate showing parents' names.
- ☐ If your dependent child is included in your application but the child's other parent is not travelling with you, please provide a letter of consent for the child to travel, from the non-travelling parent.
- ☐ Evidence of your home country circumstances.
- Provide evidence of your work, study and living arrangements. This will help us decide if you are likely to return to your home country at the end of your trip.
- Depending on your circumstances this could include:
- › evidence of your employment, such as a letter from your employer approving your leave and confirming your return to work, and financial evidence of your employment.
 - › evidence you own your own business such as a registration certificate, business licence and business tax returns.
 - › identity card from your school or other education provider.
 - › evidence of your relationships with close relatives in your home country.
 - › evidence of assets you own in your home country, such as your home or a business.
 - › a retirement certificate or evidence you receive a pension.
- ☐ If you are coming to New Zealand for 24 months or longer (this includes any time you have already spent in New Zealand) you (aged 17 and older) must provide police certificates as evidence of your good character. See **How to obtain a Police Certificate** for information on what to do.

For stays of longer than 6 months you may require a chest x-ray.

For stays of longer than 12 months you may require a medical certificate.

For more information, see our **website**.

You may also want to include:

- ☐ Cover letter to reflect your personal circumstances
 - › The cover letter should cover when you intend to travel, reasons for your intended stay, and who you are travelling with.
 - › If you are travelling as part of a wider family group making multiple visitor visa applications so you can travel to New Zealand together, each application should include a letter detailing the name, date of birth and passport number of every person in the group.
 - › For businesses, this should be on business letterhead paper
 - › If you are travelling for business with a partner or dependants, your cover letter should include confirmation from the business, on business letterhead paper, naming your dependants.
- ☐ Day to day Itinerary to reflect your travel plans in new Zealand
- ☐ Any visas from previously travelled countries
- ☐ Aahdaar card

Immigration New Zealand reserves the right to request additional information in the course of assessing an application and to retain information and documents on file.