

November 2017

INZ 1153



# SSE/WHE Work Visa Application

under Supplementary Seasonal Employment or Working Holidaymaker Extension Instructions

## Important information

Only use this application form if you are applying for a work visa under the Supplementary Seasonal Employment (SSE) Instructions or the Working Holidaymaker Extension Instructions.

Please note that you will only be eligible for a visa under these instructions if you are currently in New Zealand.

### VisaView

It is an offence to employ a person who is not entitled to work in New Zealand. One way for employers to avoid committing this offence is to check a person's entitlement to work with Immigration New Zealand's online VisaView system. Disclosure of information through VisaView is authorised by legislation.

If you believe that an employer has been given the wrong entitlement information via VisaView you may contact the Immigration Contact Centre (0508 558 855) to request correction of that information.

### 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 application.

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).

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](http://www.lawsociety.org.nz).

**When filling in this form, please print clearly in English using CAPITAL LETTERS.**

## General requirements for SSE/WHE work visa

To enable your application to be accepted you must submit all of the following documents. If you do not do so your application may be returned to you.

- A completed, signed application form.
- The application fee and immigration levy.
- Your passport or travel document\* which must be valid for three months past the date you plan to leave New Zealand.
- Two recent passport-size photographs attached to this form in the Section A: Personal details.
- Evidence of an outward ticket from New Zealand, or sufficient funds to buy one.
- Any documents required by the instructions you are applying under, as detailed in this application form.

For the purposes of the SSE and Working Holidaymaker Extension Instructions, seasonal work in the horticulture or viticulture industries is planting, picking, maintaining or harvesting crops.

\*While you can provide a certified copy of your passport with your application, we highly recommend you provide your original passport. This will enable us to process your application faster and it may be needed to complete your application. Please note during the processing of an application an immigration officer may request any document, including your original passport. SSE work visa applicants

You must complete sections A, B, C, E, F, and G of this form.

In addition to the general requirements above, you must provide evidence of having a genuine intention to work for an SSE-approved employer in the horticulture and viticulture industries. This evidence may include, but is not limited to:

- a job offer from an SSE-approved employer;
- arrangements for travel to or accommodation in regions where SSE employers are located;
- evidence of the horticulture and viticulture work you intend to complete, such as information on SSE employers, crops and regions or a harvest trail plan;
- correspondence with the relevant region's seasonal coordinator(s) to obtain information on SSE employers; or
- evidence of contact with SSE employer(s) whose details are available on the Immigration New Zealand website.

Please note, you may only be approved a work visa under these instructions once. There is a limit on the number of SSE work visa holders allowed which is set by INZ in consultation with the Ministry of Social Development. Your SSE work visa application may not be granted if there are no available places for SSE workers. To check if there are places currently available, please see our website [www.immigration.govt.nz/sse](http://www.immigration.govt.nz/sse).

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### Conditions of the SSE work visa

These instructions allow for the granting of visas for employment in seasonal work in the horticulture and viticulture industries, for employers who have been approved in principle under SSE instructions.

Your visa will allow you to work for any employer who holds a current SSE approval in principle. It will be granted for six months.

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### Working Holidaymaker Extension applicants

You must complete sections A, B, D, E, F and G of this form.

In addition to the general requirements above, you must provide evidence of having been employed to undertake seasonal work in the horticulture or viticulture industries for a period of at least three months during the currency of your working holiday scheme visa.

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### Conditions of the Working Holidaymaker Extension work visa

If approved a visa under the Working Holidaymaker Extension Instructions, you will be able to work in New Zealand for an additional three months from the expiry date of your working holiday scheme visa. Your label will be endorsed with the same conditions as your working holiday scheme visa.

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### Health

People who intend to be in New Zealand:

- **for more than six months** who:
  - are from a country, area or territory not listed as low incidence for tuberculosis (TB), or
  - have spent more than a total of three months in the past five years in a country, area or territory not listed as low incidence for TB, or
  - have spent six consecutive months in a place that is not listed as a low incidence TB country since any previous application made to Immigration New Zealand,must complete a *Chest X-ray Certificate (INZ 1096)*.
- **for more than 12 months** must complete a *General Medical Certificate (INZ 1007)* and *Chest X-ray Certificate (INZ 1096)*.

Please note, applicants for the Working Holidaymaker Extension visa are not required to submit a medical certificate or chest X-ray certificate regardless of the duration they have spent in New Zealand, unless requested to do so by an immigration officer.

Please refer to the guide *Health Requirements (INZ 1121)* for more details on immigration health instructions and a list of low-incidence TB countries, areas and territories.

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### Character

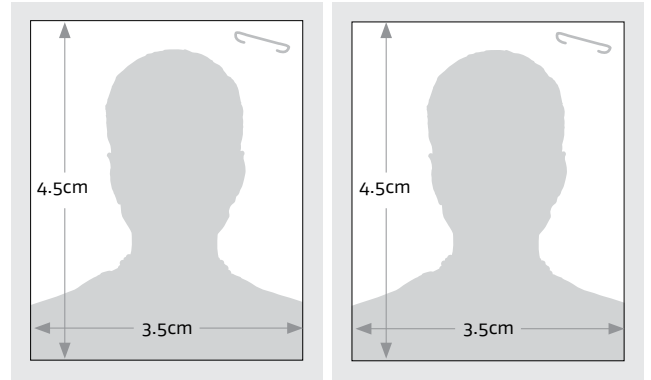
If you intend to be in New Zealand for two years or longer and you are aged 17 or over you must submit a police certificate from your country of citizenship and any country in which you have lived for five years or more since attaining the age of 17 years (or satisfactory evidence that you have never lived in that country).

**Note:** We may request additional information to enable your application to be determined.

## Section A Personal details

All applicants must complete this section.

Attach two passport-size photographs of yourself here.  
The photographs must be less than six months old.  
Write your full name on the back of both of the photographs.



**A1** Name as shown in passport

Family/last name

Given/first name(s)

**A2** Preferred title Mr  Mrs  Ms  Miss  Dr  Other (Specify)

**A3** Other names you are known by or have ever been known by

**A4** Your name in ethnic script

**A5** Gender  Male  Female

**A6** Date of birth

**A7** Town/city of birth

Country of birth

**A8** Passport details

Number

Country  Expiry date

**A9** Country of citizenship

**A10** Partnership status  Married/in civil union  Never married/never in civil union  Partner/De facto  
 Separated  Engaged  Widowed  Divorced

## Section B Contact details

All applicants must complete this section.

**B1** Your residential address and telephone number in your home country

Address

Telephone (daytime)  Telephone (evening)

Fax  Email

**B2** Your New Zealand residential address and telephone number (if you are already in New Zealand)

Address

Telephone (daytime)  Telephone (evening)

Fax  Email

**B3** Name and address for communication about this application.

Same as address at **B1**, or  Same as address at **B2**, or  as below

Family/last name  Given/first name(s)

Company name (if applicable) and address

New Zealand Business Number (for New Zealand businesses only)

For help search: [www.nzbn.govt.nz](http://www.nzbn.govt.nz)

Telephone (daytime)  Telephone (evening)

Fax  Email

**B4** Do you authorise the person stated at **B3** to act on your behalf?  Yes  No

**B5** Have you received immigration advice on this application?

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

No

**i** You can find a definition of immigration advice at [www.immigration.govt.nz/advice](http://www.immigration.govt.nz/advice).

**B6** Would you like us to email you instructions for registering to check online how your application is progressing?

Yes  No

**B7** Names and addresses of friends, relatives, or contacts you have in New Zealand (if applicable).

Name  Relationship

Address

.....  
Name  Relationship

Address

## Section C SSE work visa

**C1** Have you previously been granted a work visa under the TRSE or SSE Instructions?

Yes  No

**C2** Since your most recent entry to New Zealand, have you held any type of work visa (including a working holiday visa)?

Yes  No

*Note: If you have answered Yes to either **C1** or **C2**, you are not eligible for a work visa under SSE instructions. If you hold a working holiday visa you may be eligible for a working holidaymaker extension visa, see Section D: Working holiday extension visa.*

**C3** Do you have an outward travel ticket or sufficient funds to purchase an outward travel ticket?

Yes *Attach evidence of your outward travel ticket or funds.*

No

**C4** Do you intend to work for an SSE-approved employer?

Yes *Attach evidence to demonstrate your intention to work for an SSE-approved employer.*

No

## Section D Working holidaymaker extension visa

**D1** What was the start date of your working holiday in New Zealand?

**D2** List the seasonal work you have undertaken in New Zealand during your working holiday below.  
(*Attach additional pages to this form if necessary.*)

Name and contact details of employer	New Zealand Business Number	Position (planting/maintaining/harvesting/packing)	Start date of employment	Finish date of employment
Name: Address:  Phone number:				
Name: Address:  Phone number:				
Name: Address:  Phone number:				
Name: Address:  Phone number:				

*The New Zealand Business Number (NZBN) is for New Zealand businesses only. For help search: [www.nzbn.govt.nz](http://www.nzbn.govt.nz).*

*Make sure you attach evidence of all periods of seasonal work in the horticulture and viticulture industries to this application form (eg a letter from the employer, tax statements from IRD).*

**D3** Do you have an outward travel ticket or sufficient funds to purchase an outward travel ticket?

Yes *Attach evidence of your outward travel ticket or funds.*

No

## Section E Character details

**All applicants must complete this section. If your application is declined for character reasons, Immigration New Zealand may place a notation in your passport indicating that you applied for a visa for New Zealand.**

**E1** Have you been convicted at any time of any offence, including any driving offence? *Please note that this includes any conviction(s) outside of New Zealand subsequently cleared or wiped by 'clean slate' legislation.*  Yes  No

**E2** Are you currently:

• under investigation  Yes  No

• wanted for questioning  Yes  No

• facing charges  Yes  No

for any offence in any country?

**E3** Have you ever been:

• excluded  Yes  No

• refused entry  Yes  No

• removed or deported  Yes  No  
from any country, including New Zealand?

**E4** Have you ever been refused a visa/permit to visit, work, study or reside in any country?  Yes  No

**E5** Have you ever been a member of, or adhered to, any terrorist organisation?  Yes  No

**E6** Have you had (or currently have) an association with, membership of, or involvement with, any government, regime, group or agency that has advocated or committed war crimes, crimes against humanity and/or other gross human rights abuses?

Yes  No

If you have answered yes to any of the questions above give full details. This includes full details of any charges, convictions and the sentence or penalty imposed. Continue on a separate piece of paper if necessary.

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**E7** Are you required to submit a police certificate? *(See 'Character' information on page 2.)*  Yes  No

## Section F Health details

**All applicants must complete this section.**

**F1** Do you have tuberculosis (TB)?  Yes  No

**F2** Are you HIV positive?  Yes  No

**F3** Do you have any medical condition(s) that require, or may require, one of the following during your stay in New Zealand?

- Renal dialysis  Yes  No
- Hospital care  Yes  No
- Residential care\*  Yes  No

\*Residential care is defined as in-patient care for people with psychiatric, sensory or intellectual disabilities or live-in facilities for the aged.

If you have answered Yes to any of the above questions, provide further details such as what your medical condition is and how long you have had the medical condition.

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**F4** Are you required to submit a *General Medical Certificate (INZ 1007)* or a *Chest X-ray Certificate (INZ 1096)*?

- Yes Go to **F5**
- No Go to **F8**

Applicants for the Working Holidaymaker Extension visa are not required to submit a medical certificate regardless of the duration they have spent in New Zealand unless requested to do so by an immigration officer.

**F5** Have you submitted a *General Medical Certificate (INZ 1007)* or a *Chest X-ray Certificate (INZ 1096)* with another Immigration New Zealand application in the last 36 months?

- Yes Provide details of the type and date of the previous application below.
- No Go to **F6**

Application number  Type of application

Date of application

Unless your health has deteriorated since your previous medical certificate was issued, then you do not have to provide a medical certificate at this stage. We will advise you if we need you to submit additional information, such as tests, reports or a new certificate at a later date.

**F6** Have you attached a completed *Chest X-ray Certificate (INZ 1096)*?  Yes  No

**F7** Have you attached a completed *General Medical Certificate (INZ 1007)*?  Yes  No

**F8** Are you pregnant?  Yes  No

**F9** Tick the option that applies to you: Is a physician submitting your medical and/or chest X-ray certificate to Immigration New Zealand on your behalf?

Yes Has your physician supplied you with an eMedical Reference Code (NZER)?

Yes Enter your eMedical Reference Code here:

No Enter the name of the clinic that is submitting your health information:

No If the physician has returned the medical and/or chest X-ray certificate to you, then you will need to submit these with your visa application.

## Section G Declaration

I understand the questions and contents of this form, and the information I have provided is true and correct.

I understand that if false or misleading information is submitted, my application may be declined without further warning.

I understand that if, between the time that I make this application and the time it is decided, any relevant matter relating to the application changes, I am obliged to inform Immigration New Zealand (INZ). I understand I am responsible for making sure I leave New Zealand before my visa expires and that if I do not I may be liable for deportation.

I understand that Immigration New Zealand may provide information about my entitlement to work to potential employers via the online VisaView system. VisaView is authorised by legislation.

Short-term work visa holders are generally not eligible for publicly-funded health and disability services. People covered by New Zealand's Reciprocal Health Agreements with Australia and the United Kingdom are entitled to publicly-funded health care for immediately necessary medical treatment only. I understand that if not entitled to free treatment, I will pay for any health care or medical assistance I may require in New Zealand.

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 application.

I authorise INZ to provide information about my state of health and my immigration status to any health service agency.

I authorise any health service agency to provide information about my state of health to INZ.

I authorise INZ to make any enquiries it considers necessary in respect of information provided on this form in order to make a decision on this application and enquiries about my subsequent immigration status. I authorise any agency which holds information (including personal information) relevant to those matters to disclose that information to INZ.

Signature of applicant  Date



## Section H Immigration adviser's details

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

**H1** 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 **H2**.

I am exempt from licensing under the New Zealand Immigration Advisers Licensing Act 2007. Go to **H3**.

*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.*

**H2** Licensed advisers. Provide your licence details.

Licence type

full       provisional       limited. *List conditions specified in the register.*

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Licence number  Go to Section I: Declaration by person assisting the applicant.

**H3** 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.

*Go to Section I: Declaration by person assisting the applicant.*



## Application checklist

OFFICE USE ONLY	Information and documents you must supply	
<input type="checkbox"/>	I have completed and signed the application form.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided my application fee and immigration levy.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached my passport or travel document*.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached a recent passport-size photograph.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached evidence of an outward ticket from New Zealand, or sufficient funds to buy one.	<input type="checkbox"/>
<b>Applicants applying under the SSE Instructions</b>		
<input type="checkbox"/>	I have attached evidence to demonstrate my intention to work for an SSE-approved employer.	<input type="checkbox"/>
<b>Applicants applying under the Working Holidaymaker Instructions</b>		
<input type="checkbox"/>	I have attached evidence of being employed to undertake seasonal work for three months in the horticulture and viticulture industries while holding my working holiday visa.	<input type="checkbox"/>
<b>Additional information and documents you may need to supply</b>		
<b>Health</b>		
<input type="checkbox"/>	I have provided evidence about my health.	<input type="checkbox"/>
<input type="checkbox"/>	I do not have to provide this evidence.	<input type="checkbox"/>
<b>Character</b>		
<input type="checkbox"/>	I have provided evidence about my character.	<input type="checkbox"/>
<input type="checkbox"/>	I do not have to provide this evidence.	<input type="checkbox"/>

\*While you can provide a certified copy of your passport with your application, **we highly recommend you provide your original passport. This will enable us to process your application faster and it may be needed to complete your application.** Please note during the processing of an application an immigration officer may request any document, including your original passport.

### Other documents we may need

Sometimes we may ask for additional documents or information so that we can consider it with this application.

### Other documents you may wish to send

You may wish to send other documents or information so that we can consider it with this application. Please send photocopies only (not original documents), as these documents will not be returned to you. If we need to see an original document, you will be asked to produce it later.

## Returning your documents

Please return documents to me by secure post at the address given at:

- B1
- B2
- B3



## About the information you provide

### Deciding whether you are eligible for a visa

Immigration New Zealand collects the information about you on this form to decide whether you are eligible for a work visa under the Supplementary Seasonal Employment (SSE) Instructions or the Working Holidaymaker Extension Instructions. We may also use the information to contact you for research purposes or to advise you on immigration matters.

The address of Immigration New Zealand is PO Box 1473, Wellington 6140, 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 do not have to provide the information, but if you do not we are likely to decline your application.

### Deciding whether you are eligible to board a flight to New Zealand

The information we collect may also be used to determine whether you are allowed to board a flight to New Zealand. We will not share your personal information with airline check-in agents; however, we will send a boarding message to the airline check-in agent based on the information you have provided in this form.

Immigration New Zealand may also share the information you have provided with other government agencies that are entitled to it by law, or with other agencies (as you have agreed in the declaration).

If you come to New Zealand, you will be able to ask to see the information we hold about you and have any of it corrected if you think it is necessary.

### For more information

If you have questions about completing the form:

- see our website [www.immigration.govt.nz/contactus](http://www.immigration.govt.nz/contactus).
- telephone our call centre on 0508 558 855 (within New Zealand).

**Section J**

**Paying your application fee and immigration levy**

To find out how much the fee and immigration levy is and where to send your application, use our office and fees finder at [www.immigration.govt.nz/fees](http://www.immigration.govt.nz/fees).

**Note:** some offshore offices do not accept credit cards. The office and fees finder contains information about alternative methods of payment.

**Your application fee and immigration levy**

Amount you are paying:

Amount

Currency

(e.g. NZD, USD, RMB)

Application number

(office use only)

**Preferred methods of payment**

We recommend that you use one of the following methods of payment for better security and faster processing:

Bank cheque/bank draft

Credit card (choose one)

Mastercard

Visa

SWITCH card (UK only)  SWITCH card issue number

Name of cardholder

Card number

CVC/CVV number

Note: Your CVC/CVV number is the three-digit number found on the signature strip on the back of your credit card.

Expiry date

Signature of cardholder

Date

**Other methods of payment**

Personal cheque. Note that we will hold your application for 10 working days to allow the cheque to be cleared.

Cash. Our New Zealand offices do not accept cash. Most of our offices outside New Zealand do not accept cash.

**We do not accept money orders.**