

November 2017

**INZ 1200**

# Additional Information Form

for a visa application to New Zealand

## Using this form

This form is for the collection of additional information about you to better enable Immigration New Zealand to make a decision on your application for a visa.

The form is divided into eight sections, A-H. You may need to provide additional documents to support your statements, as indicated in the relevant sections. Where possible, original documents (especially military service/exemption documents) must be submitted, along with certified translations where the originals are not written in English.

Please answer each question with as much detail as possible. If you do not provide sufficient information in your answers we may request clarification, which will delay the processing of your application. If you are not able to fit your answers into the space provided, complete your answers on an additional page and attach it to this form.

### 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 write clearly in English using CAPITAL LETTERS.**

**Section A** General information

**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 and country of birth

\_\_\_\_\_

**A8** Your ethnicity

\_\_\_\_\_

**A9** Your religion

\_\_\_\_\_

**A10** Have you ever held any religious or cultural position in your community?

No Go to **A11**

Yes Provide details, including your title, the organisation you held the position within, and the location(s).

\_\_\_\_\_

\_\_\_\_\_

**A11** Please list below all of the citizenships you have held/currently hold.

\_\_\_\_\_

**A12** Do you have a national identity number that was issued to you by any government?

No Go to the family declaration at **A15**

Yes Provide details.

National identity number \_\_\_\_\_

Issuing state \_\_\_\_\_

**A13** Application number (if known) \_\_\_\_\_

**A14** Passport details

Number \_\_\_\_\_

Country \_\_\_\_\_ Expiry date \_\_\_\_\_

Family declaration

Name		Country of birth	Country of residence	Date of birth (DD/MM/YY)	Occupation	Marital status	Gender (M/F)	Relationship to you
Family /last name	Given/ first names							
A. Your spouse/partner's details (including former partners, i.e. deceased/divorced):								
				/ /				
				/ /				
				/ /				
				/ /				
B: Your parents (biological and/or adoptive). Please also record deceased parents. Also give details of legal guardians if applicable:								
				/ /				
				/ /				
				/ /				
				/ /				
C: Your siblings (including half-, step- and adoptive brothers and sisters):								
				/ /				
				/ /				
				/ /				
				/ /				
				/ /				
				/ /				
				/ /				
D: Your children (including biological, adoptive and step-children and those from previous relationships):								
				/ /				
				/ /				
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**Section B** Employment, education and travel history

Please ensure that you provide continuous employment and education histories. For any period where you were not working or studying, please give the dates and explain how you supported yourself. If you do not provide continuous histories your application will be delayed while we seek clarification from you.

**B1** Employment history

Date from (DD/MM/YY)	Date to (DD/MM/YY)	Role/position title	Name of employer and supervisor	Location (town/city, province, country)	Detailed account of duties
/ /	/ /				
/ /	/ /				
/ /	/ /				
/ /	/ /				
/ /	/ /				
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/ /	/ /				
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**B2** Education history – Include a complete history of your education from secondary school (high school) onwards.

Date from (DD/MM/YY)	Date to (DD/MM/YY)	Name of institution	Location (town/city, province, country)	Qualification(s) earned, if any
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			

**B3** International travel history

Date entered (DD/MM/YY)	Date exited (DD/MM/YY)	Destination country	Point of entry	Purpose of travel
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			
/ /	/ /			

**B4** Were there any periods when you were not employed and not studying?

- No Check that your answers at **B1** to **B3** do not show any gaps and go to Section C: Government employment and political background.
- Yes Provide details.

What were you doing during this period?

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How were you supported during this period?

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## Section C Government employment and political background

For the purpose of this form, government employment includes any work for a local, state, national/federal organisation, including elected and non-elected positions.

**C1** Have you ever been employed by the government of any country in any capacity, including as a government official (eg mayor, judge, election official, hospital administrator, etc)?

No Go to **C2**  Yes Ensure you have provided full details of this employment in **B1**

**C2** Have you ever been employed in a position where your appointment to that role was made by an elected representative/political figure?

No Go to **C3**  Yes Provide details.

Position you were appointed to.

Name of person you were appointed by.

Position of person you were appointed by.

**C3** Have you ever supported, been a member of, or otherwise been associated with any political party, group or organisation in any country?

No Go to **C4**

Yes State which party, group or organisation you were associated with, along with your rank/position, a description of your duties and the dates you were involved.

**C4** Have you been associated with any intelligence agency or group, or law enforcement agency?

No Go to **C5**  Yes Provide a detailed description of your association.

**C5** Have you ever been a guard or prison official at any prison, detention centre or transit camp?

No Go to **C6**  Yes Provide the following details.

Name of facility

Location (town/city, country)

Description of duties

Name of supervisor/commanding officer

Their rank

**C6** Have you ever witnessed or participated in the ill-treatment of prisoners and/or civilians?

No *Go to Section D: Military service.*

Yes *Provide details.*

Location

Dates

Detailed description

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## Section D Military service

Please do not use any acronyms, initials or abbreviations in this section.

**D1** Has military service ever been compulsory in your home country?

Yes

No

**D2** Have you ever undertaken military service in any country?

No *If military service has ever been compulsory in your home country go to **D3**, otherwise go to Section E: Further information.*

Yes *Complete the Military Service Declaration at **D4** and provide evidence to support your declaration.*

**D3** Were you exempt from military service?

Yes *Provide your military service document (with translation if it was not issued entirely in English).*

No *Provide a detailed explanation of how you avoided undertaking military service and provide documentary evidence to support your explanation.*

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**D4** Military service declaration

Your account of your military service should be complete and chronological, taking into account promotions/demotions. Please also include any changes to the names of brigades, corps etc. Do not use abbreviations or acronyms. Provide documentary evidence to support your declaration.

Date started (DD/MM/YY)	Date finished (DD/MM/YY)	Location	Corps Division Brigade Battalion Unit		Your rank	Your duties	Commanding officer(s)
/ /	/ /		Corps Division Brigade Battalion Unit				
/ /	/ /		Corps Division Brigade Battalion Unit				
/ /	/ /		Corps Division Brigade Battalion Unit				
/ /	/ /		Corps Division Brigade Battalion Unit				
/ /	/ /		Corps Division Brigade Battalion Unit				



## Section E Further information

For the purpose of this form, civil conflict is defined as any period of armed conflict for any reason, including (but not limited to) political, ethnic or economic reasons.

**E1** Have you ever been involved in armed conflict in any country?

No *Go to* **E2**

Yes *Describe your involvement.*

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**E2** Have you been associated with any group or organisation that has used or promoted violence to further their aims?

No *Go to* **E3**

Yes *Describe your association in detail.*

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**E3** Have you ever committed or been involved in war crimes, crimes against humanity and/or human rights abuses?

No *Go to* **E4**

Yes *Describe your involvement.*

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**E4** How old were you when the armed conflict in your home country ended?

10 years of age or younger.

11 years of age or older.

Armed conflict is ongoing in my country.

There has not been armed conflict in my home country in my lifetime.

**E5** Have you ever been a member or supporter of a liberation group or militia group?

No *Go to* **E6**

Yes *Provide details.*

Description of your role.

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Location(s) you carried out the role.

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Dates

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**E6** Have you ever been detained, imprisoned or otherwise held against your will at any time in any country?

No *Go to Section F: Declaration*

Yes *Provide details.*

Dates of detention | \_\_\_\_\_

Location of detention | \_\_\_\_\_

Reason for detention | \_\_\_\_\_

## Section F Declaration

I declare that the information I have provided in this form is true and correct.

I authorise Immigration New Zealand to make any necessary enquiries about information on this form and/or accompanying documentation, and to share this information with other government agencies (including overseas agencies) to the extent necessary to make decisions about my immigration status.

I authorise any agency, whether in New Zealand or overseas, including but not limited to:

- border or immigration agencies
- education providers
- financial institutions
- foreign embassies
- government authorities
- health care providers, and
- police or other law enforcement agencies,

that holds information (including personal information) related to information on this application form and/or accompanying documentation, to disclose that information to Immigration New Zealand so that they can:

- make a decision on this application
- answer enquiries about my immigration status once my application has been decided.

I authorise any agency that holds information (including personal information) related to those matters to disclose that information to Immigration New Zealand.

Signature of applicant | \_\_\_\_\_

Date | 

D	D	M	M	Y	Y	Y	Y
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## Section G 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.**

**G1** If you are a licensed adviser, please provide your licence details.

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

| \_\_\_\_\_

Licence number | 

2	0																		
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*Go to Section H: Declaration by person assisting the applicant.*

**G2** If you are 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 have provided immigration advice in the course my work (employed or volunteer) and that work exempts me from the requirement to be licensed. Indicate the reason for your exemption below.

Lawyer  Community Law Centre  New Zealand Member of Parliament  Citizens Advice Bureau

New Zealand public servant  Foreign Diplomatic/Consular

**i** See [www.immigration.govt.nz/adviserlicensing](http://www.immigration.govt.nz/adviserlicensing) for more information about who is exempt from licensing.

**Section H Declaration by person assisting the applicant**

This section must be completed and signed by the applicant’s immigration adviser, or by any person who has assisted the applicant by providing immigration advice, explaining, translating, or recording information on the form for the applicant. If the applicant does not have an immigration adviser, and no one helped the applicant 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 applicant.  Same as address given on visa application form, 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

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

- I have assisted the applicant as an interpreter/translator
- I have assisted the applicant with recording information on the form
- I have assisted the applicant 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

When filling in this form, please write clearly using CAPITAL LETTERS.

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New Zealand Government