

May 2023

INZ 1023



Application for Transfer or Confirmation of a Visa

Apply online – it's faster & easier

The fastest and easiest way to apply to transfer your eVisa or visa label, or to obtain confirmation of your visa is online. Once you have your documents prepared, it should take less than 15 minutes to complete the online application form.

Apply online at www.immigration.govt.nz/visa-transfer

Transferring your eVisa or visa label to a new passport

If you have a new passport (because your old passport expired, was lost, stolen, damaged or your name has changed), you will need to transfer your visa into your new passport so you can continue to travel to and from New Zealand. This applies regardless of whether you had an eVisa or a visa label in your old passport.

If you are transferring your eVisa to your new passport or had a visa label in your old passport and you would like an eVisa in your new passport, there is no fee. If you still require a visa label in your new passport, a fee applies.

eVisas

eVisas are issued for all visas. Instead of receiving a visa label in your passport you will get an eVisa letter containing your visa details. Visa labels are no longer required. Your eVisa can be checked electronically by airlines, employers, education providers and other New Zealand Government agencies.

Applying for the balance of your visa

If your temporary visa was granted for a shorter length than requested because your passport was about to expire, you can apply for the balance of the visa to be transferred to your new passport.

Confirming your New Zealand immigration status

Australian citizen or Australian permanent resident

If you are an Australian citizen or permanent resident currently living in New Zealand and you require evidence of your visa status, you can apply to get an eVisa or have a visa label placed in your passport showing your visa status.

If you travel outside New Zealand, your resident visa will expire and your eVisa or visa label will become invalid.

If you return and you still require evidence of your visa status, you would be required to get a new eVisa or visa label in your passport.

If you do not want your visa to expire when you leave New Zealand, apply for a 'variation of travel conditions' using the Application from a Resident or Former Resident Visa Holder (INZ 1175) form.

Confirmation of residence status

If you were granted a residence permit under the Immigration Act 1987 or Immigration Act 1964 you can apply for confirmation of your residence status.

If you no longer have your original passport with the original visa endorsement or other entry authority, you will need to provide evidence that you have lived in either New Zealand or Australia continuously since 2 April 1974.

Requesting a visa label

If you have received an eVisa and require a visa label in your passport. You will need to pay a fee and send us your passport.

Fees and where to send your application

There is no fee if you want an eVisa or a confirmation letter. A fee applies if you want a visa label in your passport. For location and fee details see our website www.immigration.govt.nz/fees

**Do not use this form if you are a New Zealand citizen.
Complete a New Zealand Citizenship Endorsement Application (INZ 1174) instead
if you need an endorsement of your New Zealand Citizenship in your foreign passport.**

Section A Principal applicant's personal details

All principal applicants must complete this section.

A1 Name as shown in passport
Family/last name Given/first name(s)

A2 Other names you are known by or have ever been known by

A3 Gender Male Female **A4** Date of birth

A5 Town/city of birth
Country of birth

A6 Passport details
Number
Country Expiry date

A7 Country of citizenship

A8 Your residential address and telephone number
Address
Telephone (daytime) Telephone (evening)
Email

A9 Name and address for communication about this application

Same as address at **A8**, or Other

Family/last name

Given/first name(s)

Organisation name (if applicable) and address

New Zealand Business Number (for New Zealand businesses only)

For help search: www.nzbn.govt.nz

Telephone (daytime)

Telephone (evening)

Email

A10 Do you authorise the person stated at **A9** to act on your behalf (if applicable)? Yes No

A11 Do you authorise all other licensed immigration advisers or persons exempt from licensing who work for the organisation named at **A9** to act on your behalf (if applicable)?

Yes *Note: the person identified at **A9** will receive all communication from Immigration New Zealand.*

No *Only the person indicated at **A9** may act on my behalf.*

A12 Have you received immigration advice on this application?

i You can find a definition of immigration advice at www.immigration.govt.nz/advice.

Yes *Please make sure that your immigration adviser completes Section E: Immigration adviser's details.*

No

Section B What you are applying for

All applicants must complete this section.

B1 Tick to show why you are applying.

I am applying to have my visa transferred into my new passport.

Please include a certified copy of your current passport as well as your previous passport (if available).

If your previous passport was lost, stolen or damaged, include evidence it has been reported to the New Zealand Police (if lost or stolen) and/or your embassy or high commission. Go to **B2**.

I am applying for the balance of my visa.

Please include a certified copy of your current passport as well as your previous passport (if available) and letter from INZ confirming your visa balance (if available). Go to **B2**.

I need evidence of my New Zealand Immigration status because:

I am an Australian citizen or Australian permanent resident and would like evidence of my New Zealand immigration status.

Please include a certified copy of your current passport. Go to **B3**.

I need confirmation of my New Zealand residence status. Go to **B3**.

I have received an eVisa but would like a visa label in my passport. Go to **B3**.

B2 Has your name changed in your new passport?

Yes — Please provide evidence of your name change (e.g. original or certified copy of marriage certificate, new birth certificate, or other name change document)

No

B3 Do you want a visa label?

- Yes – you must include your current passport (physical/original) with this application and you will be required to pay a fee.
- No – no fee is required. You do not need to provide your physical/original passport, unless INZ requests it.

Section C Confirmation of residence status

Complete this section if you were granted a residence permit under the Immigration Act 1987 or Immigration Act 1964 or you arrived before 2 April 1974 for the purpose of permanent residence and you need your residence status confirmed. All other applicants may go to Section D: Declaration by applicant.

C1 Date you arrived in New Zealand

C2 Have you lived in New Zealand continuously from the date of your arrival (apart from any time spent in the Cook Islands, Niue, Tokelau, or Australia)?

- Yes Go to **C4** No Go to **C3**

C3 When was the last time you entered New Zealand?

C4 Have you attached your passport containing the original resident visa endorsement or other entry authority applying at the time of entry?

- Yes Go to Section D: Declaration by applicant No Go to **C5**

C5 If you arrived before 2 April 1974, please provide evidence which shows you have lived in New Zealand continuously since 2 April 1974. This may include your new passport, evidence of your non-New Zealand citizenship, rates demand, drivers license, receipted power bills, income tax returns, school records or employment references.

List the documents you are providing below and attached them to this form.

Section D Declaration by applicant

All applicants must complete this section.

I have provided true and correct answers to the questions in this form.

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 application.

Signature of applicant Date

Signature of parent or guardian if principal applicant is under 18 years of age

Signature of parent or guardian Date

Section E Immigration adviser's details

This section must be completed by the applicant's immigration adviser. If the applicant has authorised all advisers within an organisation to act on their behalf at **A11**, only the person named at **A9** must complete this section. If the applicant does not have an immigration adviser, this section does not have to be completed.

E1 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 **E2**
- I am exempt from licensing under the New Zealand Immigration Advisers Licensing Act 2007. Go to **E3**

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.

E2 Licensed advisers. Please provide your licence details.

Licence type

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

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

E3 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 F: Declaration by person assisting the applicant.

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 or email 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.

Section F 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 filling in 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, or email 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 name and address given at **A9**, or as below.

Family/last name

Given/first name(s)

Organisation name (if applicable) and address

New Zealand Business Number (for New Zealand businesses only)

For help search: www.nzbn.govt.nz

Telephone (daytime)

Telephone (evening)

Fax

Email

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

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. *Please specify*

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

Signature of person assisting

Date

About the information you provide

Collecting the information on this form 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.

You are able to ask for the information we hold about you and have any of it corrected if you think it is necessary. The address of Immigration New Zealand is PO Box 1473, Wellington 6140, New Zealand.

Do not send your application to this address.

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.

If you are in New Zealand, you can ask to see the information we hold about you and have any of it corrected if you think it is necessary.

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 about you via VisaView, you may contact the Immigration Contact Centre (0508 558 855) to request correction of that information.

Section G

Paying your application fee

Only complete this section if you are requesting a visa label. To find out how much to pay, payment methods, where to send your application, and how long a decision may take, see www.immigration.govt.nz/fees.

Your application fee and immigration levy

Amount you are paying:

Amount

Currency

(e.g. NZD, USD, RMB)

Application number

(office use only)

Credit/debit card details

Mastercard

Visa

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/debit card.

Expiry date

Signature of cardholder

Date

Returning your documents

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

A8

A9





Te Kāwanatanga o Aotearoa
New Zealand Government