

Embassy Row

2005 Massachusetts Ave. NW

Washington, DC 20036

Tel: (800)345-6541



New Zealand Work visa Application

Ţ	Please enter your contact information			
Name:				
Email:				
Tel:		Mobile:		
The late	st date you need your passport returned in time for y	our travel:		
	,			
✓ I	New Zealand work visa checklist			
F	Filled out and signed New Zealand work visa applicati	on form. The fo	orm is enclosed.	
	Driginal passport. Passport must have at least 6 months re	emaining validit	y and have at least 1 vi	sa page.
	Photographs. Standard passport photographs 2x2 inches	on a white bac	kground.	
	Payment. Credit Card Authorization form, Certified Check, o	r Money Order _l	payable to VisaHQ.com.	
	Return mailer. Prepaid self-addressed return label or paym	ent for FedEx.		
If	you wish to prepay return shipping, please add the ship	oping fee to th	e total and provide re	turn address:
П	FedEx 2nd day delivery - From \$29	Name:		
	FedEx Standard Overnight - From \$42	Company:		
☐ F	FedEx Priority Overnight - From \$43	Address:		
☐ F	FedEx Saturday delivery - From \$60			
F	FedEx First Overnight - From \$72	City:		
	Prepaid self addressed mailer - \$0	State:		Zip:
Ш	Local pick up in Washington - \$0			
* /	Actual prices may vary based on location per FedEx.com.			



Embassy Row

2005 Massachusetts Ave. NW

Washington, DC 20036

Tel: (800)345-6541



canno	Proof of status. Original evidence of your legal status in US (Original of Green card, US visa, I-20, H1B approval notice. VisaHQ at assist US B1/B2 visa holders at this time.)
	Itinerary. Copy of round trip tickets or confirmed itinerary.
	Hotel Reservations. Copy of hotel reservations (Applicant's name must be on Hotel Reservation).
statio	Business Letter. A business letter from the sending company in the US. The letter should be printed on the company letterhead nery, addressed to "The Consulate of New Zealand, Visa Section", and signed by a senior manager (an equivalent to Vice-President or
above	e). The business letter must adhere to the following guidelines:
•	Briefly introduce the applicant (please specify employment status/position held in the company by applicant).
•	State the nature of the business to be conducted (ie. business meetings, contract negotiations, etc.) and the names and addresses of
cc	ompanies to be contacted in New Zealand.
•	Specify the Type and desired Validity of the visa (ie. a one year multiple entry business visa).
•	Guarantee of sufficient funds for travel.
The sa	ample format for this letter can be found here
compa	Business Invitation. A business invitation letter from the sponsoring company in New Zealand. The letter should be printed on any letterhead stationery, addressed to "The Consulate of New Zealand, Visa Section", and signed by a senior manager (an
equiv	alent to Vice-President or above). The business letter must adhere to the following guidelines:
•	Briefly introduce the applicant (please specify employment status/position held in the company by applicant).
•	State the nature of the business to be conducted (ie. business meetings, contract negotiations, etc.) and the names and addresses of
co	ompanies to be contacted in New Zealand.
•	Specify the Type and desired Validity of the visa (ie. a one year multiple entry business visa).



Embassy Row

2005 Massachusetts Ave. NW $\,$

Washington, DC 20036

Tel: (800)345-6541



New Zealand work visa fees for citizens of China

Type of visa	Validity	Processing time	Embassy fee	Service fee	Total
Single entry	up to 365 days	20 business days	\$275.00	\$199.00	\$474.00

This order is subject to Terms of Service, posted on VisaHQ website.

All fees and requirements may change without notice.



Embassy Row

2005 Massachusetts Ave. NW Washington, DC 20036

Tel: (800)345-6541



Credit Card Authorization Form

By signing this form i accept	: VisaHQ.com Terms of Service and authorize to charge my credit card for the amount of \$
Name on the Credit Card:	
Credit Card number:	
Exp. date:	
Credit Card Billing Address:	
Signature:	
Comments:	
	Thank you! We accept all major credit cards.
	WISA PayPal GSA SmartPay® 2

November 2014 INZ 1015



Work Visa Application

based on qualifications, employment or humanitarian reasons

Refer to the Work Visa Guide

The Work Visa Guide (INZ 1016) contains important information about the requirements for a work visa and how to complete the form. It can be downloaded from www.immigration.govt.nz/forms.

Documents required

Use the checklist on page 2 of this form to find out which documents you must provide. If you have not provided the correct documents, we will return your application.

Including your family

You cannot include family members on this form. Your partner must use the *Partnership Visa Application (INZ 1198)*. Dependent children must use the *Student Visa Application (INZ 1012)* if they have reached school age or the *Visitor Visa Application (INZ 1017)* otherwise.

Who cannot use this form

This form cannot be used for some types of work visa. These work visas have separate forms that can be found at www.immigration.govt.nz/forms. Do not use this form to apply for a visa under the following categories:

- Partnership
- Working holiday scheme
- · Recognised seasonal employer
- China Skilled Work
- Performing Artists, Entertainers and Entertainment Industry Personnel.

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.

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

Application checklist					
All a	ipplicants must pro	vide:			
	Completed, signed application form.				
	Appropriate application fee.				
	Two passport-size	d col	our photographs.		
	Passport or travel document.				
	Medical and chest X-ray certificates if required by Section C: Your health.				
	Police certificates character.	if rec	uired by Section D: Your		
App	olications for visas	base	d on employment		
			job description and the details of the proposed employment.		
	Evidence of qualif	icatio	ns relevant to my job offer.		
	Evidence of work	exper	ience relevant to my job offer.		
			et or am able to meet any I registration requirements.		
Visas based on employment include the following types: • Essential Skills • Work to Residence: Accredited Employer • Work to Residence: Arts Culture and Sports • Work to Residence: Long Term Skill Shortage List • Approved in Principle • Specific Purpose or Event • Free Trade Agreement special work • Work exchange • Religious Worker • Primary Sector Trainees Unless listed below, applications for these types of visas					
IfI	am applying for	l mu	ıst also provide		
	an Essential skills work visa		Completed <i>Employer</i> Supplementary Form (INZ 1113) and associated documents.		
	a Work to Residence: Arts, culture and sport work visa		Completed Talent (Arts, Culture and Sports) Sponsorship Form (INZ 1091) and associated documents.		
			Evidence of my international reputation in my declared field and evidence I am still prominent in that field.		
	a Work to Residence: Long Term Skill Shortage List work visa		Completed <i>Employer</i> Supplementary Form (INZ 1113) and associated documents.		

	Silver Fern Practical Experience visa		Completed <i>Employer</i> Supplementary Form (INZ 1113) and associated documents.
	Specific purpose or event work visa		Description of the specific purpose or event for which I am coming to New Zealand.
			Evidence of the specific purpose or event and if applicable, a completed <i>Employer Supplementary Form (INZ 1113)</i> .
	Primary Sector Trainees visa		Evidence as specified in the primary sector trainee visa requirements of the Work Visa Guide (INZ 1016)
	Foreign crew of fishing vessels work visa		Evidence as specified in 'Foreign crew of fishing vessels visa requirements' on page 9 of the Work Visa Guide (INZ 1016).
	Religious worker visa		Completed Sponsorship Form for Religious Workers (INZ 1190) and associated documents.
	Work exchange visa		Evidence of acceptance to approved work exchange.
			Evidence of medical and dental insurance.
			Evidence I hold (or can purchase) outward travel from New Zealand.
	Post-study work visa - open		Evidence I have completed a New Zealand qualification that would qualify for points under the Skilled Migrant Category.
			Evidence I have a minimum of NZ\$4200 in funds available to maintain myself.
	Post-study work visa - employer assisted		Evidence I have completed a New Zealand qualification that would qualify for points under the Skilled Migrant Category.
			Completed <i>Employer</i> Supplementary Form (INZ 1113) and associated documents.
Note	· Detailed informat	ion a	bout the type of documents

Note: Detailed information about the type of documents you should provide in support of your application is available from the Immigration New Zealand branch where you will submit your application. Go to www.immigration.govt.nz/contactus and select the appropriate branch.

If your circumstances are not covered in the above list, refer to the Immigration New Zealand website, www.immigration.govt.nz/work, or the Immigration New Zealand Operational Manual, www.immigration.govt.nz/opsmanual, for information about the documents you must provide.

Se	ection B Contact details	
B 1	Your current residential address:	
	Address	
	Telephone (landline) Telephon	ne (mobile)
	Email	
B2		ress:
	Address	
B 3	Name and address for communication about this application.	
	☐ Same as address at 🖪 , or 🗌 as below	
	Name	
	Company name (if applicable) and address	
	Telephone (daytime) Telephone	ne (evening)
	Email	
B4	Do you authorise the person stated at 🙉 to act on your behalf?	☐Yes ☐No
B5	Have you received immigration advice on this application?	
0	You can find a definition of immigration advice at www.immigration.govt.nz/advice.	
	Yes Make sure that your immigration adviser completes 'Section H: Immigration	n adviser's details'.
	□No	
B6	Names and addresses of any friends, relatives, or contacts you have	e in New Zealand (if applicable).
	Name	
	Address	
	Relationship	Date of birth (if known)
	Name	
	Address	
	Relationship	Date of birth (if known)

Se	ction C Your health
0	For more information about the questions in this section, see 'Completing Section C: Your health' in the Work Visa Guide.
C 1	Do you have tuberculosis (TB)? Yes No
C2	Do you have any medical condition that requires, or may require, one of the following during your stay in New Zealand?
	• Renal dialysis Yes No
	Hospital care
	• Residential care
	Residential care is defined as in-patient care for people with psychiatric, sensory or intellectual disabilities or live-in facilities for the aged.
C3	If you have answered Yes to any of the questions in and and . provide details.
C 4	Are you pregnant?
	Yes Date you are due to give birth DIDIMINITY Go to CS
	No Go to G
C 5	If you intend to give birth in New Zealand, please indicate how the cost of maternity health services will be paid for and provide the relevant evidence.
	☐ Not applicable as I do not intend to give birth in New Zealand.
	\square I am, or will be eligible for publicly-funded maternity health services and have provided evidence of my eligibility.
	☐ I will cover the cost myself and have attached copies (not originals) that I have at least NZ\$9000 of funds available.
	My sponsor has guaranteed to cover the cost and I have attached a completed <i>Sponsorship Form for Temporary Entry (INZ</i> 1025).
Me	dical certificates you must provide
C6	Will you be in New Zealand for more than six months in total?
	NO You do not have to provide a chest X-ray certificate or a medical certificate. Go to Section D: Your character.
	Yes You may have to provide a chest X-ray certificate and a medical certificate if indicated at [7].
C 7	
C /	How long do you intend to stay in New Zealand? If you are in New Zealand, this includes time you have already spent here.
	More than six months but not more than 12 months. You must provide a Chest X-ray Certificate (INZ 1096) if you are from, or have visited for more than three months, a place that is not listed as having a low incidence of tuberculosis unless the notes below apply to you. Then go to 3.
	More than 12 months. You must provide a Chest X-ray Certificate (INZ 1096) and a General Medical Certificate (INZ 1007). See notes
	below, then go to 8.
	Notes:

- Refer to 'Completing Section C: Your health' in the Work Visa Guide (INZ 1016) for the 'List of countries, areas and territories with a low incidence of tuberculosis'.
- Pregnant women are not required to have an X-ray, unless a special report is required.
- You do not need to provide a chest X-ray certificate if you have provided one which was issued less than 36 months ago, with a previous Immigration New Zealand application, unless your health has deteriorated since your previous certificate was issued, or unless you have spent six consecutive months since your previous certificate was issued, in a place not listed as having a low incidence of tuberculosis.
- You do not need to provide a medical certificate if you have provided one which was issued less than 36 months ago, with a previous Immigration New Zealand application, unless your health has deteriorated since your previous certificate was issued.

C8	Tick the option below which applies to you				
	I am required to provide both a <i>Chest X-ray Certificate (INZ 1096)</i> and a <i>General Medical Certificate (INZ 1007).</i> Go to [9]				
	 I am required to provide only a Chest X-ray Certificate (INZ 1096) because: I am staying between six to 12 months and I am from, or have visited for more than three months, a place that is not listed as having a low incidence of tuberculosis, go to [9]; or I have previously provided a chest X-ray certificate; however: it was dated by the radiologist more than 36 months ago go to [9], or my health has deteriorated since my last certificate was issued, or 				
	I have spent six consecutive months since my previous certificate was issued, in a place not listed as having a low incidence of tuberculosis. <i>Go to</i> [9].				
	I am required to provide a <i>Chest X-ray Certificate (INZ 1096)</i> , however, as I am pregnant I am not required to have an X-ray; and:				
	I am not required to provide a <i>General Medical Certificate (INZ 1007)</i> at this stage; or				
	I have therefore provided only a <i>General Medical Certificate (INZ 1007). Go to</i> [c9].				
	 □ I am required to provide a General Medical Certificate (INZ 1007) because: □ I have provided a chest X-ray certificate which was issued less than 36 months ago with a previous Immigration New Zealand application, or 				
	\square I have previously provided a medical certificate, however:				
	\square it was dated by the examining physician more than 36 months ago; or				
	\square my health has deteriorated since my last certificate was issued. <i>Go to</i> \square 9.				
	I do not have to provide a <i>Chest X-ray Certificate (INZ 1096)</i> or a <i>General Medical Certificate (INZ 1007)</i> at this stage because:				
	 I have provided a medical certificate and chest X-ray certificate which were issued less than 36 months ago, with a previous Immigration New Zealand application; and 				
	my health has not deteriorated; and				
	 I have not spent six consecutive months in a place which is not listed as having a low incidence of tuberculosis since my previous certificate was issued. Go to Section D: Your character. 				
C9	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.				
Se	ction D Your character				
	pplicants must complete this section. If your application is declined for character reasons, Immigration Zealand may place a notation in your passport indicating that you applied for a visa for New Zealand.				
0	For more information about the questions in this section, see 'Completing Section D: Your character' in the Work Visa Guide.				
D1	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				

D2	Are you currently: • under investigation
D3	Have you ever been: • excluded
D4	Have you ever been refused a visa/permit to visit, work, study or reside in any country? Yes No
D5	Have you ever been a member of, or adhered to, any terrorist organisation? \square Yes \square No
D6	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? \square Yes \square 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.
Pol	ce certificates you must provide
app	ct the appropriate option to indicate whether you are required to provide a police certificate with this ication. Police certificates must be less than six months old when you submit them to Immigration New and.
D7	You must provide police certificates from your country of citizenship and any country you have lived in for five years or more since the age of 17 if:
	$\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ $
	you plan to be in New Zealand for 24 months or longer (including any time you have already spent in New Zealand), and, either
	\square you have not provided police certificates to Immigration New Zealand with a previous visa application, or
	$\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ $
D8	You do not have to provide police certificates if:
	upou are not intending to be in New Zealand for 24 months or longer, or
	you have already provided police certificates to Immigration New Zealand with a previous visa application and those police certificates were issued less than 24 months ago.

Se					
	ection E Emplo	yment and quali	fications		
	licants who hold a plete this section.	current New Zealar	nd work visa may go to Sect	tion F: Job offer.	All other applicants must
E1	If you are currently	employed, provide	details		
	Employer's name				
	Employer's address	5			
	Telephone		Email		
	Your position:				
E 2	List all periods of p	revious employmen	t, including self-employmen	t and employmer	nt outside New Zealand.
	Date from	Date to	Name of employer	Location	Type of work/occupation/job title
	(DD/MM/YY)	(DD/MM/YY)			
	/ /	/ /			
	/ /	/ /			
	/ /	/ /			
E 3	Give details of all q	ualifications you ho	ld. If you have no qualificatio	ons, write 'No qua	alifications'.
	Nam	ne of qualification	Date obtained (DD/MM/YY)	Insti	tution where gained
			/ /		
			/ /		
			/ /		
			/ /		
Se	ction F Job off	fer			
Se Fi		fer offer in New Zealand	? Yes No Go to 'S	ection G: Declaration	by applicant'.
	Do you have a job o			ection G: Declaration	by applicant'.
F1	Do you have a job o	offer in New Zealand		ection G: Declaration	by applicant'.
F1	Do you have a job o	offer in New Zealand of employer who ha		ection G: Declaration	by applicant'.
F1	Do you have a job on Name and address Employer's name	offer in New Zealand of employer who ha		ection G: Declaration	by applicant'.
F1	Do you have a job on Name and address Employer's name	offer in New Zealand of employer who ha		ection G: Declaration	by applicant'.
F1	Do you have a job on Name and address Employer's name Employer's address	offer in New Zealand of employer who ha	as offered you a job.	ection G: Declaration	by applicant'.
F1	Do you have a job of Name and address Employer's name Employer's address Telephone Name of position of	offer in New Zealand of employer who ha	as offered you a job.		by applicant'.
F1	Do you have a job of Name and address Employer's name Employer's address Telephone Name of position of Write your ANZSCO	offer in New Zealand of employer who ha of employer who ha offered occupation code (ean and New Zealand Stan	es offered you a job.	nnic) if known.	

Section G Declaration by applicant

Consular

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

I agree to tell Immigration New Zealand about any changes to my circumstances (including a change in my employment or partnership status) that occur after making this application.

I agree to leave New Zealand before my visa expires. If I remain in New Zealand after my visa has expired, I may be deported by Immigration New Zealand.

I agree that if I am not entitled to free health care in New Zealand, 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, Immigration New Zealand will return my application.

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.

I authorise Immigration New Zealand to provide information about my health and my immigration status to any health service agency. I authorise any health service agency to provide information about my health to Immigration New Zealand.

I authorise Immigration New Zealand to make any necessary enquiries about information on this form and/or accompanying documentation. 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, healthcare providers, 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:

	ake a decision on this application nswer enquiries about my immigration status once my application has been decided.
I	have provided all the documents required by the checklist on page 2.
Sigr	nature of principal applicant Date Date
Sigr	nature of parent or guardian if principal applicant is under 18 years of age
	Date Description Date
Se	ection H Immigration adviser's details
	section must be completed by the applicant's immigration adviser. If the applicant does not have an immigration iser, this section does not have to be completed.
ПІ	
	Licence type full provisional limited List conditions specified in the register
	Licence number 2 0 0 0 60 to Section I: Declaration by person assisting the applicant
H2	If you are exempt from licensing, tick one box below to show why you are exempt from licensing then go to Section I: Declaration by person assisting the applicant.
	☐ 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 of my work (employed or volunteer) and that work exempts me from the requirement to be licensed. Indicate the reason for your exemption below.
	Lawyer with current New Zealand practicing certificate Community Law Centre Citizens Advice Bureau
	☐ New Zealand Member of Parliament or staff ☐ New Zealand public servant ☐ Foreign Diplomatic/

See www.immigration.govt.nz/adviserlicensing for more information about who is exempt from licensing.

Section I	Declaration by	person as:	sisting 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 not exempt under the Immigration Advisers Licensing Act 2007, it is an offence for you to provide immigration advice without holding a license, and Immigration New Zealand will refuse to accept your client's application. More information about immigration adviser licensing can be obtained from the Immigration Advisers Authority website www.iaa.govt.nz, via email info@iaa.govt.nz or by telephone on 0508 422 422.

Name and address of person a	ssisting applicant. 🗌 Same	as address given at $\boxed{B_3}$, or	r as below.
Family/last name		Given/first name(s)	
Company name (if applicable) a	ınd address		
Telephone	Email		
or change or add any documen	ts attached to the form, wit ded or attached and by who	hout making a statement m. If I make these change	change or add further information, identifying what information or es or additions, I must state on the
I understand that the maximur of up to seven years.	n penalty for this offence is	a fine of up to NZ\$100,000	0 and/or a term of imprisonment
I certify that the applicant asked applicant agreed that the inform		•	•
☐ I have assisted the applicar	t as an interpreter/translato	or	
☐ I have assisted the applicar	t with recording informatio	n on the form	
☐ I have assisted the applicar	t in another way. Specify		
☐ I have provided immigratio Section H: Immigration advi		mmigration Advisers Licer	nsing Act 2007) and my details in
Signature of person assisting		Date	



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. We may also use the information to contact you for research purposes or to advise you on immigration matters.

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).

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 3705, Wellington, New Zealand. This is not where your application should be sent.

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. 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.

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 J Paying your application fee

To find out how much the fee is and where to send your application, use our office and fees finder at 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
Amount you are paying:
Currency
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)
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 DIDIMIMICATIVE FOR THE STATE OF
Signature of cardholder
Date DINIMINITY Y Y Y Y
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.
EFTPOS. Note this option is only available for applications lodged in person in one of our New Zealand offices.

We do not accept money orders.

Returning your documents	
Please tick one of the following options	
Please return all documents to me by secure post at the address given at B3.	
I wish to collect my documents when ready. Note: This option is not available in all branches, see your branch website at www.immigration.govt.nz/contactus to check if you can collect your documents.	

 $\underline{\text{New Zealand}}\, \text{Government}$

INZ 1113 March 2015



Employer Supplementary

for employers who have offered a position to a person from overseas who is applying for a work visa

Information for employers

Complete this form if you are an employer who has offered a position to a person from overseas who is applying for a work visa (refer to the Immigration Guide for Employers (INZ 1031)) or varying the conditions of a work visa.

This form **must** be used for:

- · Essential Skills work visa applicants; and
- Work to Residence: Long Term Skill Shortage List (LTSSL) work visa applicants; and
- Graduate Work Experience work visa applicants; and
- Silver Fern Practical Experience work visa applicants; and
- Specific Purpose work visa applicants, where a job offer is required; and
- Variation of Condition work visa applicants

This form is not required for any other work visa category.

This form must be submitted by the person you have offered a position to with the Work Visa Application (INZ 1015) form or the Application for a Variation of Conditions or Variation of Travel Conditions [INZ 1020] form.

Note: If you are an Accredited Employer, you do not have to complete this form to support a work visa holder applying to vary the conditions of their work visa.

Providing this information will help us to process the application, however we may need to contact you for more information.

Submit photocopies only. Do not submit original documents as they will not be returned to you. If we need to see an original document we will ask you to produce it at a later time.

Work entitlement

It is an offence under the Immigration Act 2009 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 through Immigration New Zealand's online VisaView system. For more information or to register please visit www. immigration.govt.nz/visaview. Disclosure of information through VisaView is authorised by legislation.

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

About the information you provide

Immigration New Zealand collects the information about you on this form to determine your request to recruit overseas workers. 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 3705, Wellington, New Zealand. Do not send your application to this address.

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.

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).

You have the right to access 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 this form:

- see our website www.immigration.govt.nz
- telephone our call centre on 0508 558 855 (within New Zealand).



A1	State the name of the person to whom you have offered a position in your business				
	Family/last name Given/first name(s)				
A 2	Full name of person offering employment.				
	Company name (if applicable) and physical and postal addresses.				
	Telephone (daytime) Telephone (evening)				
	Fax Email				
	Website Mobile				
A4	□ No State the type of business you operate (for example, restaurant).				
A 5	How long has your company been in operation?				
A6	How many people do you currently employ?				
A7	Have you made anybody redundant from this company or business in the last six months? Yes State how many people and their positions.				
8	Have you recently been through, or are you currently in, a consultation process in relation to potential redundancies? Yes State how many employees could be affected, and their positions.				
	□ No				

	Is the company or business GST-registered? Yes No
	State the names of any other companies or businesses you operate.
(tion B Position details
	ide details of the position you have offered to the potential employee named in this application.
	Job title
	ANZSCO occupation title, occupation code (if known), and skill level (if known). (ANZSCO is the Australian and New Zealand Standard Classification of Occupations. Most New Zealand occupations are listed in the ANZSCO, with a six-digit occupation code and a skill level. For more information see www.immigration.govt.nz/anzsco.)
	ANZSCO occupation title
	ANZSCO occupation code ANZSCO skill level (if known)
	The address of the place of employment (if different from that stated in question A2).
1	
	The type of work, duties and responsibilities.
	Details of pay and conditions of employment (for example, holidays).
	Hours of work.
	The duration of the job.
	Qualifications required.
	Type of experience required.
	Length of experience required.
	Other skills or competencies required.

Does the worker require occupational registration in New Zealand?
\square Yes The applicant will need to produce evidence that this has been obtained at the time of submitting the work visa application.
\square No
Section C Overseas recruitment based on non-availability of New Zealand residents
This section must be completed if the person you have offered employment to is applying under the Essential Skills work category unless:
 the person has been invited to apply under the Skilled Migrant Category, or
 the occupation is on the Essential Skills in Demand Lists and the person meets the qualification and/or work experience requirements of the list.
Detail the attempts you have made to recruit New Zealand citizens or residence class visa holders to fill the position by answering the questions set out below.
Have you listed the vacancy with the Ministry of Social Development (MSD) – Work and Income?
Yes You need to attach any correspondence you have had with a work broker, copies of any listings and the outcome of those listings.
No This may delay the application of the person you have offered employment to.
C2 Have you used other advertising media such as national newspapers, internet etc?
Yes You need to attach dated copies of the advertising and receipts for paid advertising. The evidence needs to show the duration and frequency of advertising. You also need to attach evidence of the outcome of your advertising.
\square No \square This may delay the application of the person you have offered employment to.
C3 Did you list the vacancy with a recruitment agency?
Yes Attach a dated letter from the recruitment agency, outlining any recruitment they undertook, including why any New Zealand applicants were not suitable.
□No
C4 Have you made efforts as an employer to train New Zealanders to fill the positions available?
Yes Attach documents outlining the types of training provided and the outcome of that training.
No Provide a written statement outlining why you have not made efforts to train New Zealanders.
If the place of employment is in the Canterbury region and the position is an ANZSCO skill level 3–5 occupation
(see 2), you must engage with the Canterbury Skills and Employment Hub when attempting to recruit New Zealand citizens or residence class visa holders to fill the position. To contact the Canterbury Skills and Employment Hub, see www.opportunitycanterbury.org.nz or phone 0800 CanHub (0800 226 482).
C5 Have you engaged with the Canterbury Skills and Employment Hub?
Yes You must attach the final letter from the Canterbury Skills and Employment Hub showing the outcome of your engagement with them.
No This may delay the application of the person you have offered employment to.
Note: Employment is in the Canterbury region if the entire or principal place of work is within the territorial authorities of Christchurch City Council, Selwyn District Council and Waimakariri District Council.
Section D Declaration by employer
I understand the questions in, and contents of, this form, and the information I have provided is true and correct.
I consent to INZ seeking information concerning my compliance with New Zealand's immigration and employment laws from any records held by the Ministry of Business, Innovation and Employment.
Signature Date District Date District D
Name
Job title or position

 $\underline{\text{New Zealand}}\, \text{Government}$