Application for a certificate of identity or refugee travel document

USE THIS FORM if you are not a New Zealand citizen and you are unable to obtain a passport from your country of citizenship.

Travel documents

A certificate of identity and a refugee travel document are both travel documents that allow people who are not New Zealand citizens to leave New Zealand when they cannot obtain a passport from their country of citizenship.

What is a certificate of identity?

A certificate of identity may be issued to a person who is not a New Zealand citizen and who cannot obtain a passport from their country of citizenship. Holding a certificate of identity does not affect your nationality or citizenship status. A New Zealand certificate of identity is **valid for a maximum of 2 years.** It is valid from the date of issue until the date of expiry.

What is a refugee travel document?

A refugee travel document may be issued to a person who is not a New Zealand citizen and who has refugee status confirmed by Immigration New Zealand. A New Zealand refugee travel document is **valid for a maximum of 5 years.** It is valid from the date of issue until the date of expiry.



This icon is used when you need to take extra care. The instructions with this icon will help you to understand whether need to complete a particular section, or remind you not to miss out important details.

What you need to complete this application

- ▶ 2 identical recent colour photos of yourself
- ▶ Someone to act as a witness who is over 16 years of age and has a valid New Zealand passport
- ▶ The correct application fee and courier cost

Sending original documents

We ask you to send us original documents.



We will make it clear by using this icon when you need to send us an original document.

How to contact us

Freephone: 0800 22 50 50 Phone: 04 474 8100

Website: passports.govt.nz



Please call our helpline if you need any assistance to complete this form.



How to complete this application form

<u>Use this guide section</u> to help you to fill in the form. The numbers in this guide will take you through each step in the form.



READ ALL INSTRUCTIONS CAREFULLY

<u>Fill in this form yourself.</u> You must use your own handwriting. If you cannot fill in this form yourself because you have a disability or cannot speak English, someone else can fill in the form for you. This person must complete the statutory declaration in section 6.

<u>Check you have answered all the questions on this form that relate to you.</u> We can only process your application if you complete the form accurately. If you miss out any details we may need to contact you and there may be a delay in processing your application.

This application form will be scanned and processed using computer software. We ask you to follow the instructions below to improve the accuracy and efficiency of our scanning and data capture.

- ▶ Use a BLACK or BLUE ballpoint pen and complete in your own handwriting.
- ▶ Write in CAPITAL letters inside each box like this A B C 1 2 3, NOT like this $\begin{bmatrix} a & q & 0 \\ 0 & 1 & 0 \end{bmatrix}$
- ▶ Put a line through mistakes like this A B C
 DO NOT use correction fluid or correction paper.

Your personal details

Names

Write the name you want to appear in your certificate of identity or refugee travel document. This name must be a name that is officially registered; for example, a name by birth, marriage, civil union, or name changed by deed poll or statutory declaration.

Do not use nicknames or names that you are "commonly known as".

- Surname or family name is also known as your last name.
- First and middle names are also known as given names. These are any names you have apart from your surname.
- If you only have one name, write it in the space provided for surname or family name.

Height and eye colour

Height and eye colour is important information. We cannot process your application without it.

- · Write your height in centimetres.
- Choose an eye colour that is closest to your own, such as brown, blue, green, grey, hazel or black.

Your contact and delivery details

Your home address

This is the place where you are currently living. Do not give a box or bag number, or a 'care of' (c/-) address.

Your contact details

We need your contact details in case we have questions about your application. Write in phone numbers and an email address so we can contact you.

Your delivery address

- If you want your travel document delivered to a home address, someone must be at home to sign for it. If there is no one at home to sign for it, you will need to organise a redelivery.
- If you want your travel document delivered to a business, write the name and the address of the business.

3 Your previous New Zealand travel document

If you have ever had a New Zealand travel document, you must fill in this section.

You are required to send us your New Zealand certificate of identity or refugee travel document with your application, whether it has expired or not. This travel document will be cancelled and kept by the Passport Office.

Passport from your country of citizenship

Explain why you cannot obtain a passport from your country of citizenship. Some countries can take a long time to issue passports to their citizens. We will not issue a travel document to you if you are from one of these countries.

If you are a refugee you do not need to explain why you cannot get a passport from your own country of citizenship.

Please send us the passport or travel document you used to enter New Zealand.

If you have held any travel documents since arriving in New Zealand, please also send these to us.

We need these to confirm your residence or refugee status

Please send us an original letter from Immigration New Zealand confirming your residence or refugee status and your travel document containing your:

- New Zealand residence permit
- · Returning resident's visa
- · Work permit
- · Visitor's visa.

If applying for a certificate of identity, send us a letter from your embassy explaining why they cannot issue you with a passport.

5 Names

To confirm your identity, we need to know:

- your parents' names as they appear on your birth certificate
- the names of your wife/husband/civil union partner.

If you were legally adopted, write the names of your adoptive parents.

Please send us your original birth certificate.

If you have changed your name by marriage, civil union, or statutory declaration or deed poll, please send us the original documents.

6 Statutory declaration

What is a statutory declaration?

A statutory declaration is a written statement declaring something to be true in the presence of an authorised witness.

Will I need to complete this section?

Filling this application in yourself

If you are filling in this application yourself, complete the statutory declaration only if any of the following apply to you:

- you are wearing a head covering or headband in your photos for medical or religious reasons
- you wish to provide additional information, or an explanation, about your application.

Tick the declaration statement that applies to you.

Write your name, home address and contact details. Provide additional information as necessary.

You will need to find an authorised witness before you sign and date the declaration.

Filling in this application for someone else

If you are filling in this application for someone else, you need to complete the statutory declaration.

You will need to explain why the applicant cannot complete the form themselves.

You can only fill in this form for someone else if that person has a disability or a language difficulty preventing them from completing the form.

Tick the declaration statement "I have completed this form for someone else aged 16 years or over because they have a disability or language difficulty".

Tick any of the other declaration statements that relate to the applicant:

- the applicant is wearing a head covering or headband in their photos for medical or religious reasons
- the applicant wishes to provide additional information, or an explanation, about their application.

Write your name, home address and contact details in this section (not those of the person applying for the travel document).

You, the person filling in the form for the applicant, will need to find an authorised witness before you sign and date the declaration.

Who can be an authorised witness for a statutory declaration?

The witness for a statutory declaration must be one of the following:

- Justice of the Peace
- · Member of Parliament
- Lawyer
- Registered Legal Executive (Fellow of NZILE)
- Government officer authorised to take statutory declarations.

When you have found a witness, you may need to make an appointment with them and take your application form with you.

You must sign and date the statutory declaration section in front of the witness, and then the witness must sign to confirm that you have signed the declaration in front of them.

Consent for issue of a travel document to a child under 16 years old

Who can give consent?

Consent to issue a travel document to a child must be given by a parent named on the child's birth record or by a legal guardian.

A legal guardian is someone who has been appointed through a court process or in a parent's will.

Legal guardianship

If you are the child's legal guardian send us the original:

- guardianship order if you are a court appointed guardian of the child, OR
- the parent's will appointing you as a testamentary guardian and the parent's death certificate.

A parenting order (also known as a custody or access order) does not give you legal guardianship. A stepparent is not a child's legal guardian unless they have been appointed through a court process or in a parent's will.

The Care of Children Act 2004 requires that, where possible, all the guardians of a child must be consulted when making decisions about important matters affecting the child.

The parent or guardian completing the application for the child is responsible for consulting with the other parents or guardians of the child.

Your name and date of birth

Write the name you currently use and your date of birth.

Your home address

This is the place where you are currently living. Do not give a box or bag number or a 'care of' (c/-) address.

Your contact details

We need your contact details in case we have questions about the child's application. Write in phone numbers or an email address so we can contact you.

Who can discuss this application with us?

We can only discuss the details of a child's application with the parent or guardian giving consent on the form, unless the parent or guardian giving consent gives us permission to talk to someone else.

Court orders

A court order can be made that prevents a child from leaving New Zealand. If the order has been made in a New Zealand court, or made overseas and registered in New Zealand, we will not issue a travel document to the child until directed by the court.

A parenting order will not prevent the other parent or guardian(s) from getting a travel document for the child. If you are unsure about court orders, you may wish to contact a lawyer for advice.

8 Your travel plans

We need to know about your travel plans.

Tell us:

- · how long you will be away
- why you are leaving New Zealand
- which countries you are travelling to.

Visas

You will require a returning resident's visa or re-entry permit from Immigration New Zealand to return to New Zealand. You normally require a visa for each country you visit. It is your responsibility to obtain any visas you need.

Your applicant declaration

You must sign this declaration if:

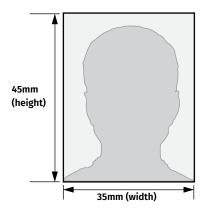
- you have filled in your application form yourself
- you have filled in this application for a child under 16 years of age
- you can sign your own name but someone else has filled in the application form for you.

If you cannot sign your own name, then you should leave the applicant declaration section unsigned. The person who filled in the application form for you should complete and sign the statutory declaration in section 6 stating that you are unable to sign.

10 Your name for the witness to confirm

Write your name as it appears in section 1 of this form so the witness can confirm your identity.

Actual photo size



11 Witness section

Your witness

Your witness must fill in this section in their own handwriting and write your name on the back of one photo and sign and date the back of the photo.

Who can be your witness?

Your witness must:

- have a valid New Zealand Passport
- · have known you for 1 year or more
- · be 16 years of age or older
- not be related to you; for example, your witness cannot be your parent, child, brother, sister, aunt, uncle or cousin
- not be your spouse or partner
- not live at the same address as you.

Your witness needs to provide their New Zealand passport number, name, date of birth and contact details, including a daytime phone number.

Your witness writes on the back of one photo

Your witness must write **your** full name, their own signature and the date on the back of one photo. A business that takes passport photos will usually supply one photo with a pre-printed label on the back.

Witness declaration

Your witness must sign and date the declaration to show they understand their obligations under the law.

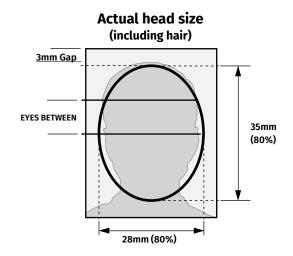
Photos — getting passport quality photos

Provide 2 identical colour photos that are less than 6 months old.

New technology has been introduced to scan your photos and ensure that they meet international travel standards. We strongly recommend that you obtain your photos from a business that provides a passport photo service, as the business will help ensure that your photos meet our requirements.

Photographs that do not meet our requirements will NOT be accepted and this will delay the issue of your new travel document.

To help you avoid some of the most common problems with photo quality, we have summarised the main requirements below and provided some sample photos.



If you need more detailed information about photos, visit our website passports.govt.nz or phone us at the contact numbers listed on the front cover of these guide notes.

Photographic image requirements

Photo age

· photos must be less than 6 months old.

Photo size

standard size 35mm x 45mm.

Head size

- head, including hair, should fit within the oval shown in the template below
- maximum size of head, including hair, must be 80% of photo
- head must be centred, with a clear gap around the sides and top of the head, including hair.

Paper quality

- use high quality, high resolution photo paper
- you can also use colour film or low gloss coated thermal papers as long as the printer is high resolution
- DO NOT use matt paper, heavy-backed thermal paper or an ink-jet printer.

Photo quality

- photo must be a true image, not altered in any way
- photo must be in focus, with no red-eye and no reflected light on the face.

Background

- the background must be plain and light, but not
- · there must be strong contrast between image and background, with no shadows.

Pose

- · face the camera straight on, with your head straight, eyes open and mouth closed
- maintain a neutral expression, not smiling or frowning
- ensure you have no hair across your face or eyes as eyes must be clearly visible.

Glasses

- eyes must be clearly showing through glasses, with no reflection
- remove glasses with heavy-rimmed frames
- · do not wear sunglasses, or glasses with tinted lenses that obscure your eyes.

Head covering or headband

· no head covering or headband should be worn in the photo, unless you must wear either for religious or medical reasons. In this case you must complete the statutory declaration at section 6 of the form.

Photographic image requirements — examples

Please note that these photo examples are not actual sizes.

Head size and facial expression

Acceptable



Unacceptable



Head too big



Expression not neutral

Glasses, head covering, scarves and hair

Acceptable



Frames too heavy



Frames obscuring eves

Acceptable



Light reflection on lenses



Tinted lenses obscuring eyes

Acceptable



Unacceptable



Scarf covering chin/edges of face



Face partially covered by head covering

Contrast and lighting

Acceptable



Unacceptable



Shadows on background



Contrast too dark

12 Application fees and payment

When we have all the information we need and the correct payment, we will process your application. It will take a minimum of 20 working days.

Remember to add on delivery time to and from the Passport Office.

Cost of your application

A certificate of identity or refugee travel document costs \$125.00 plus \$5.00 for courier delivery.

How to pay

If you apply by mail you can pay your fee by credit card. DO NOT POST CASH.

If you apply in person at a Passport Office counter, you can pay by EFTPOS.

If you pay by credit card

- provide all requested details in section 12 of the form
- note that Diners card is not accepted.

No refund

The payment for a certificate of identity or refugee travel document is not refundable under the Passport (Fees) Regulations 2015 if your application is declined.

Delivery details

Your travel document will be delivered by courier.

Send your application to us

We recommend you send your application to us **by courier** so you can track delivery.

NEW ZEALAND

Post to:

New Zealand Passport Office Department of Internal Affairs PO Box 1568 Wellington 6140 New Zealand

Courier only to:

New Zealand Passport Office Department of Internal Affairs Level 2, 7 Waterloo Quay Pipitea Wellington 6011 New Zealand

Privacy statement

The information we ask for as part of your New Zealand passport application is needed to confirm your identity and eligibility to be issued a New Zealand passport. The information collected is required to process your application for a New Zealand passport under the Passports Act 1992.

We may use information sharing agreements, authorised by law, to obtain information from other sources (such as the Citizenship Office and Births, Deaths and Marriages) to establish your identity and confirm your eligibility for a New Zealand passport.

Depending on where your New Zealand passport is being delivered, we will provide your email address and contact phone number to our trusted courier providers. This will allow them to provide you with your tracking number and contact you if there are any issues with delivery. You can find a current list of our courier providers at **passports.govt.nz**.

For delivery within the United Kingdom your email address and contact phone number will only be used if there are any issues with delivery. You will not receive a tracking number.

The Department may, under a written agreement between the Secretary of Internal Affairs and the Chief Executive of the organisation requesting the information, share information from your passport records with an organisation that requires the information to facilitate the processing of passengers, verify the identity of a holder of a travel document, or determine whether a person is a New Zealand citizen. This information sharing is authorised under the Passports Act 1992 and the Privacy Act 2020. More information can be found at **dia.govt.nz**.

The information that may be shared includes, but is not limited to, the information recorded in your passport, the status of your passport, the Department's passport database key number, and other information relating to your passport that may be required.

You have a right to access and request a correction of any personal information collected under the Privacy Act 2020.

	hecklist
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Have you checked your application form and ensured	l it has	been correctly completed?								
Have you included the correct payment for your appl	icatior	?								
Have you signed the declarations in sections 6 and 7 if applicable?										
Have you signed the applicant declaration in section 9 of your application form?										
Have you supplied 2 identical recent colour photos of yourself?										
Has your witness completed section 11 and signed the	e back	of one photo?								
Have you supplied all required documents where ask	ed?									
Will you need to send any documents with this app	olicati	on?								
Please check the following table to see whether you nee DO NOT send photocopies or certified photocopies. All o Previous New Zealand travel document										
If you hold a New Zealand certificate of identity or refugee travel document		Your New Zealand certificate of identity or refugee travel document								
Passport from your country of citizenship										
If you have a passport from your country of citizenship (valid or expired)		Your passport								
Travel document you used to enter New Zealand		Your travel document								
If you have refugee status		Original letter from Immigration New Zealand confirming your refugee status								
If you have New Zealand residence		Original letter from Immigration New Zealand confirming your residence status								
If you have a New Zealand residence permit, returning resident's visa, work permit or visitor's visa		Your travel document containing your original New Zealand residence permit, returning resident's visa, work permit or visitor's visa								
Cannot get a passport from your country of citizenship		A letter from your embassy explaining why they cannot issue you with a passport								
Names										
Birth		Your original birth certificate								
Marriage or civil union		Your original marriage certificate or original civil union certificate								
Name changed by statutory declaration or deed poll		Your original statutory name change declaration or deed poll								
Consent for issue of a travel document to a child unde	r 16 ye	ars old								
Court appointed guardian or additional guardian		The original guardianship order issued by a New Zealand court or issued by an overseas court and registered in New Zealand								
Testamentary guardian		The parent's original will appointing you a testamentary guardian and the parent's original death certificate								

Please note that in some circumstances where the table shows 'No document required' we may need to contact you for further information or original documents if we are unable to verify your details by computer.

Application for a certificate of identity or refugee travel document



Please use a BLACK or BLUE ballpoint pen and write in CAPITAL letters in the centre of each box so that our computer software can accurately capture your information.

	Your personal details Send us your original birth certificate with this application.
	Write your full name Surname or family name
	First and middle names
	Write your place of birth City or town you were born in
	Country you were born in
	<u>Write</u> your present citizenship or nationality
	<u>Write</u> your date of birth / /
	<u>Tick</u> your gender Male Female
	Write your height (centimetres)
	<u>Write</u> your eye colour ▶ e.g. BROWN, BLUE, GREEN, GREY, HAZEL, BLACK
2	Your contact and delivery details
	Write your home address
	Unit and/or house number Street name
	Suburb
	City or town Postcode
	State Country



<u>Write</u> your contact details	
Home + phone +	Work + phone +
COUNTRY CODE AREA CODE PHONE NUMBER	COUNTRY CODE AREA CODE PHONE NUMBER
Mobile + phone country code carrier code phone number	▶ e.g. + 0 6 4 0 2 1 1 2 3 4 5 6 7 8
Please write your email address in CAPITAL letters so that o	our computer software can accurately capture your information.
Email	
@	
Write the address you want your passport deliver	red to if different from your home address
Business name (if required)	
Unit and/or house number Post Box number Post	Box holder name
OR	
Street name	
Suburb	
City or town	Postcode
City or town	Postcode
State Country	
Your previous New Zealand travel document	
<u>Fill in this section if</u> you have ever had one of the Department of Internal Affairs.	following documents issued by the New Zealand
<u>Tick</u> the box below that applies to your most rece	nt document
New Zealand refugee travel document	
New Zealand certificate of identity	
<u>Write</u> in the number and your names exactly as the travel document	ey appear in your most recent New Zealand
Document number	
Surname or family name	
First and middle name:	
First and middle names	
Sand us your most recent New Tealand refuses tre	val document or New 702 and cortificate of identity
with this application.	vel document or New Zealand certificate of identity

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4	Passport from your country of citizenship								
	<u>Write</u> why you cannot obtain a passport from your country of citizenship								
	Send us								
	 your passport the travel document you used to enter New Zealand any travel documents you have been issued 								
	 an original letter from Immigration New Zealand confirming your residence or refugee status AND 								
	 your travel document with your New Zealand residence permit, returning resident's visa, work permit or visitor's visa 								
	 a letter from your embassy explaining why they cannot issue you with a passport 								
5	Names								
	Write your mother's name at your birth (If you have been legally adopted, write the names after adoption.)								
	Surname or family name								
	First and middle names								
	Write your father's name at your birth Surname or family name								
	First and middle names								
	<u>Write</u> the full name of your wife/husband/civil union partner Surname or family name								
	First and middle names								
	<u>Write</u> your wife's/husband's/civil union partner's surname or family name at their birth Surname or family name								
	Send us your original marriage certificate, civil union certificate or original name change by statutory declaration or deed poll with this application if applicable.								

6 Statutory declaration

Read section 6 of the guide notes before you complete this section.

- Fill in this section only if one of the following is applicable. Otherwise leave this page blank.
 - you are completing this application on behalf of someone else aged 16 years or over
 - you wear a head covering or headband in your passport photos for religious or medical reasons
 - you wish to provide, or have been requested to provide, additional information.

This statutory declaration must be signed in the presence of either a Justice of the Peace, a lawyer, a Legal

Executive (fellow of NZILE), a Member of Padeclarations.	rliament or a go	vernment officer who	has authority to take statu	utory
Statutory declaration				
If you are completing this application on	your own beha	alf, <u>tick</u> any boxes th	nat apply.	
I declare that				
I have completed this application for	rm for someone	e else aged 16 years o	or over because they have	e a
disability or language difficulty	or boadband i	n the cupplied photo	for	
The applicant wears a head covering medical or religious		n the supplied photo	101	
The applicant wishes to provide add	itional informa	tion to the Departme	nt of Internal Affairs	
Provide additional information or explan	ations for you	r selected declaration	ons here	
If you do not have enough space, write furthe application. Ensure that both you and your a				S
Write your name and contact details here	<u> </u>			
Full name				
Residential address				
Home + phone+	Mobile phone			
I make this declaration believing it to be	true by virtue	of the Oaths and De	eclarations Act 1957.	
Sign your declaration in front of an authorised witness		A	WARNING: It is an offence to a statement which is false in particular for the purpose of gaining a New Zealand passp	any
Declared at	Date signed		a New Zealand passport is ob by fraud, false representation	otained
	1	1	the concealment of any mate	erial
			fact, it can be cancelled and t person concerned can, by law fined or imprisoned, or both.	v, be
Authorised witness sign here	OFFICIAL STAMP	Please <u>tick</u> your titl	e Justice of the Peace	
		Legal Executive (NZ		
		Member of Parliam	ent Government officer	

Consent for issue of a travel document to a child under 16 years old
Fill in this section only if this application is for someone who is under 16 years old. Otherwise leave this page blank.
Consent can only be given by a parent named on the child's birth record or by a legal guardian. Read section 7 of the guide notes before you complete this section.
Tick the box below that shows your relationship to the child named in section 1
Mother Father Other parent Legal guardian
<u>Send us</u> the original Guardianship Order if you are a court appointed guardian of the child. OR
<u>Send us</u> the original copy of the parent's will appointing you as a testamentary guardian and the parent's death certificate.
<u>Write</u> your current name Surname or family name
First and middle names
<u>Write</u> your date of birth / /
<u>Write</u> your home address
Unit and/or house number Street name
Suburb
City or town Postcode
State
State Country
Home + phone COUNTRY CODE AREA CODE PHONE NUMBER COUNTRY CODE AREA CODE PHONE NUMBER
Mobile + phone + country code carrier code Phone number ▶ e.g. + 0 6 4 0 2 1 1 2 3 4 5 6 7 8
Please write your email address in CAPITAL letters so that our computer software can accurately capture your information.
Email
@
Your declaration of consent I give my consent for a travel document to be issued to the child named in section 1 of this application. Sign your consent here
Date signed
MADNING: It is an affection of a resident the December Act 1003 to knowingly on weeklessly and the section and that is

WARNING: It is an offence against the Passports Act 1992 to knowingly or recklessly make a statement that is false or misleading in a material particular for the purposes of gaining a New Zealand passport.

Your travel plans Write how long you	ı will be away for
▶ weeks ▶	months
Write vour reason f	for leaving New Zealand
<u>write</u> your reason r	or teaving New Zeatana
<u>Write</u> where you ar	e travelling to (include countries you will pass through)
Your applicant de I declare that	eclaration
	f age or older and have completed this application in my own handwriting
	ed this application for a child who is under 16 years of age
I have complet	ed this application form for someone else aged 16 years or over because they have nguage difficulty
sign this secti left blank. The	se has filled in this application for you but you can sign your own name, you mus on. If you cannot sign your own name, the signature box in this section must be e person who filled in the application form for you must not sign this section but statutory declaration in section 6 explaining why you are unable to sign.
my New Zealand	obtain a passport or citizenship of any country (including New Zealand), I must retur I travel document to the Department of Internal Affairs.
 I declare that the complete and complete 	e information I have given in this application is, to the best of my knowledge, true,
 I understand that 	at if I have provided false information my New Zealand travel document can be can, by law, be fined or imprisoned.
• I confirm that I I	nave read the section relating to Privacy in the guide notes for this application.
information abo	the purposes of this application, other government agencies may release personal out myself which will assist the Passport Office in determining my entitlement to be continue to hold, a New Zealand travel document.
	at if I use, or have possession of, a forged or false New Zealand travel document, I n conviction to imprisonment for a term not exceeding 10 years, a fine not exceeding both.
	fence against the Passports Act 1992 to knowingly or recklessly make a statement that n a material particular for the purposes of gaining a New Zealand passport.
<u>Sign</u> your applicant declaration here	
Declared at	Date signed

10	Your name for your witness to confirm Surname or family name										
	First and middle names										
11)	Witness section Before completing this section the witness must read section 11 of the guide notes. The witness must fill in this section and complete the details on the back of one photo.										
	<u>Tick</u> this box to make sure you can be a witness I hold a valid New Zealand passport AND the applicant is not related to me AND we do not live at the same address										
	<u>Write</u> your New Zealand passport number ▶										
	<u>Write</u> how many years you have known the applicant ▶ <i>years</i>										
	Write your name Surname or family name										
	First and middle names										
	<u>Write</u> your date of birth ▶ / /										
	<u>Write</u> your address and contact details										
	Unit and/or house number Street name										
	Suburb										
	City or town Postcode										
	State Country										
	Home + Daytime phone + COUNTRY CODE AREA CODE PHONE NUMBER COUNTRY CODE AREA CODE PHONE NUMBER										
	Do not staple, glue or paperclip photos to the application as this may cause damage. Ensure your photo has been correctly witnessed to avoid delays in processing. Ensure your photo has been correctly witnessed to avoid delays in processing. I declare that I am 16 years of age or over. I have known the applicant for more than 1 year. The information I have given is in my own handwriting and complete and correct to the best of my knowledge. The person in this photo is the person named in section 1. I have written the full name of the applicant, signed my name and written the date on the back of one photograph. I understand that if I have provided false information, this passport can be cancelled and I can, by law, be fined or										
	imprisoned. WARNING: It is an offence against the Passports Act 1992 to knowingly or recklessly make a false statement to help anyone get										
A	a passport.										
	Signature of witness / / /										

49	Application	food and	
14	Application	rees and	pavment



Before completing this section, read section 12 of the guide notes. To find out the cost of the application refer to section 12 of the guide notes, or visit passports.govt.nz or phone your nearest Passport Office.

Allow a minimum of 20 working days for your application to be processed.

Tick	the	method	of	pav	vment	vou	want

- Credit, debit or prepaid card (for example, Prezzy card) ▶ Complete the payment card details section
- EFTPOS (in person only)

Do not send cash, cheques, money order or card.

13 Send your application to us

Send us your completed application form by courier or post.

Refer to the guide notes section 13 to find the New Zealand Passport Office nearest to you.

	Suppo	orting L)ocume	nts	Pr	revious	Travel	Docum	nents		Requested Passport		ssport	Date receivea:
											Туре			
	IN	NPC	NTW	O/S		IN	EC	BTA	NTW		DIP	OFF	ADD	
ВС					NZPPT									
МС					NZDIP									
CUC					NZOFF						C	Other Pro	ducts	Completed by:
Cit/Des					RTD						IN	DEP	0/S	Completed by.
NCDoc					COI					Cit	110	DLF	0/3	
GDoc					ETD					BDM				Approved by:
POrd					Foreign									
Let					C/use									
Other														Payment witnessed by:
Photos x2	IN	CA	НС			NOF		ТВІ	IC			RBDB	HFETDR	

unds must be availabl	e in your account when your application arrives or it will be delayed.
<u>「ick</u> card type ▶	Visa MasterCard AMEX Debit card
Card number	
Card expiry date	
Name as it appears on card	
Cardholder's signature	