

5 STEP GUIDE

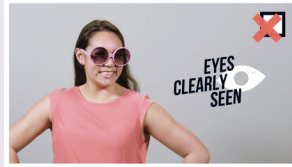
TO GETTING YOUR PASSPORT ONLINE

New Zealand Government

A FEW THINGS TO NOTE

TAKING YOUR PHOTO

To make the process even faster, you can now take your own passport photo and upload it with your application. We've created a video with tips on how to take your photo correctly.



Watch the video at:
www.passports.govt.nz/passport-photos

Once you have your photo and have found a referee, applying online should take less than 15 minutes.

LOGIN

You will need a RealMe logon to apply for your passport online – this keeps your details safe and secure and lets you save your application, so you can come back any time within seven days to complete the form.

RealMe also lets you log in to lots of NZ sites and services. If you don't already have a RealMe logon, you'll be asked to create one during the application process.



5 STEPS TO GETTING YOUR PASSPORT ONLINE

1



TAKE YOUR PHOTO

Take your photo using our video as a guide, then check to ensure it's OK using our online photo checker. www.passports.govt.nz. If you have your photo taken professionally, get the photo emailed to you.

2



FIND A REFEREE

Your referee should be a non-family member who is over 16, has a valid New Zealand passport and has known you for more than a year.

You'll need your referee's name, date of birth, passport number and daytime phone number.

3



APPLY ONLINE

Start the online application process by answering a few simple questions on our website. If you need further assistance, call our contact centre on **0800 22 50 50**.

4



UPLOAD YOUR PHOTO

Upload your photo from wherever you've saved it on your computer.

The photo should be:

- high resolution - a minimum of 900 pixels wide and 1200 pixels high
- .JPG or .JPEG
- over 250 KB
- 4:3 ratio.

5



PAY ONLINE AND SUBMIT YOUR APPLICATION

Pay online with a Visa, MasterCard or American Express credit card, a debit card, or a New Zealand Post Prezzy card.

Sorted!

See – we told you it was easy.

Learn more at
www.passports.govt.nz

