

Visa Country : **New Zealand** Visa Category : **Business** Nationality : **Indian**

Visa Notes

Passport: Original Passport with validity of minimum six months and minimum two blank page for visa stamp.

Attach all your old passports (if any)

Note: Handwritten passports will not be accepted.

One visa application form duly filled and signed.

Following form also need to be duly filled, signed and submitted along with the application

a) Supplementary family form

b) Form 1189 (If Applicant is travelling less than six months and trip is self/company sponsored)

Photo Specification: Two recent passport size photographs with matt or semi matt finish, 60%-80% face coverage, white background and without border (Size: 35mm x 45mm)

Please note: Photograph should not be more than 3 months old, scanned/stapled and should not be used in any of the previous visas

Covering-letter from applicant on company's letter head stating full name as passport, designation, passport number, purpose and duration of visit along with his proof of occupation duly signed by authorized signatory name, designation plus company seal and addressed to - The Visa Officer, Immigration New Zealand, New Delhi.

Invitation letter: Invitation Letter from New Zealand host / inviting Company on its letter head stating the purpose of travel and duration of stay and should be duly signed with signatory's name and designation plus company seal

Financials

If Employed

a) Personal ITR for last 3yrs

b) Three months salary slip with company seal and signature

c) Personal Bank Statement for last six months mentioning the Bank's name, Bank's Telephone Number clearly with bank seal and signature

d) Credit Card copy/Foreign Exchange receipt /Traveler's Cheque copy required

If Self Employed

a) Personal & Company ITR for last 3yrs

b) Personal & Company Bank Statement for last six months mentioning the Bank's name, Bank's Telephone Number clearly with bank seal and signature on each page

c) Credit Card copy/Foreign Exchange receipt /Traveler's Cheque copy required

d) Company Registration Certificate / Certificate of Incorporation

e) Brief Company Profile

f) Articles of Memorandum (Incase the applicant is MD/Director)

g) Proof of Proprietorship / Partnership (In case applicant is Proprietor / Partner in a firm)

If Employed

- a) Copy of Academic certificates
- b) Copy of Appointment Letter which should contain the date of Joining, Designation and the Salary drawn.
- c) Previous working history

An **Authority Letter** from applicant authorizing travel agent to submit & collect the passport on your behalf and mentioning that Travel Agent has no interference in making the documents arranged & we are not interpreting any of the Immigration requirements. Also, that all the documents have been arranged by you considering the TT services website/ New Zealand immigration website. The letter should be addressed to the Embassy.

Note:

- a) All documents are required to be notarized. These documents include Bank statement, birth or marriage certificates, education certificates etc.

New Zealand **Business Checklist** to be duly filled and signed by the applicant and has to be attached with the application form.

Please Note - Once the visa application is processed, New Zealand immigration may send the visa decision letter / visa copy to applicant's email id or to the email id of the agent. Hence, you are requested to check accordingly.