

IMMIGRATION NEW ZEALAND VISA INFORMATION GUIDE

22nd Pacific Rim International Conference on Artificial Intelligence & 40th
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CONTENTS

PLANNING TRAVEL TO NEW ZEALAND	2
FOR EVENT ORGANISERS AND HOSTS	Error! Bookmark not defined.
IMMIGRATION AND VISA REQUIREMENTS	2
NEW ZEALAND ELECTRONIC TRAVEL AUTHORITY (NZeTA).....	2
VISA CATEGORIES	3
APPLY FOR A GROUP VISA	4
REQUIREMENTS FOR SUBMITTING A VISA APPLICATION	4
FEES.	5
APPLY IN GOOD TIME	5
ONCE YOUR APPLICATION HAS BEEN SUBMITTED.....	6
ESCALATION FOR URGENT APPLICATIONS	6
PASSPORT	6
NEW ZEALAND TRAVELLER DECLARATION.....	7
ARRIVING IN NEW ZEALAND	7
APPENDIX A	8
APPENDIX B	9

PLANNING TRAVEL TO NEW ZEALAND

This visa information guide has been prepared for international travellers planning to attend an event or a visit that is hosted in New Zealand. This includes some basic preparation and visa information to ensure that you can fulfil the entry requirements and processes for New Zealand and will contribute to your experience in New Zealand being positive and memorable.

Please note that the following content is provided for information only, all travellers must still meet their own individual entry and visa requirements relevant to their specific situation.

We encourage people to continue to monitor the Immigration New Zealand (INZ) website www.immigration.govt.nz for any changes to the visa requirements for entering New Zealand, and updated information on any travel requirements for New Zealand.

IMMIGRATION AND VISA REQUIREMENTS

When planning your trip and before you leave, check to make sure you have all the travel documents you will need and that they are all up to date.

If you do not have the correct visa or travel authority when you check-in for your flight to New Zealand, you may not be able to board, or you may be refused entry on arrival in New Zealand. It is each traveller's responsibility to make sure you hold the correct visa or travel authority.

The visa type you apply for, and the requirements for that visa will vary depending on the type of event you are attending, your participation in the event or visit, as well as the type of passport you hold and will enter New Zealand on.

If you are travelling in on a passport from a visa waiver country, you can travel to New Zealand on a New Zealand Electronic Travel Authority (NZeTA), but if you hold a passport from a non-visa waiver country, you will need to apply for an appropriate visa.

NEW ZEALAND ELECTRONIC TRAVEL AUTHORITY (NZeTA)

If you hold a passport from a "visa waiver country", such as Italy, the United States or the United Kingdom (see [Appendix A](#) for a full list of visa waiver countries) and all your travel to New Zealand will be completed in less than three months, you will be able to travel to New Zealand on an NZeTA and be granted a visitor visa on arrival, subject to meeting standard entry requirements (which includes sufficient funds, onward travel arrangements, and being of acceptable health and character). You will be able to participate in the event on this NZeTA provided your visit will be less than three months.

You can request an NZeTA online: [NZeTA application - request an NZeTA | Immigration New Zealand](#)

Note if you intend to remain in New Zealand longer than three months or intend to be in New Zealand to undertake work, you will need to apply for a visitor visa or an appropriate work visa before you come to New Zealand. You should also apply for a visa before you travel if you have any character

convictions that may affect your eligibility to be issued an NZeTA. This is to avoid being denied entry to New Zealand on character grounds.

VISA CATEGORIES

If you need to apply for a visa before you travel, the type of visa you apply for will depend on the type of event/visit you are attending, your participation, as well as your intended length of stay as noted in the table below.

To explore the general documents required for each visa category, see [Appendix B](#) for a checklist for attendees. To also explore other visa options available visit the INZ website: www.immigration.govt.nz

Participation in the event	Visa type required	
	Visa waiver country staying for less than three months	Non visa waiver country and/or visa waiver country staying for more than three months
General event attendees and participants	Request an NZeTA online New Zealand Electronic Travel Authority (NZeTA) :: Immigration New Zealand	<p>Apply for a Visitor Visa General online here: Visitor Visa: Visa details Immigration New Zealand</p> <p>If you are travelling in, and visiting New Zealand for the same purpose, and have a group leader organising the trip, apply for a Group Visitor Visa here: Group Visitor Visa Immigration New Zealand</p> <p>Note: Attendees should not apply for a Business Visitor visa unless they are coming in for business reasons relevant to that category.</p>
Workers such as, non-accredited media/broadcasting personnel	<p>Apply for a work visa under Specific Purpose category here: Specific Purpose Work Visa: Visa details Immigration New Zealand</p> <p>If you are travelling with a group for the same purpose, with the same travel arrangements and have a group leader organising the trip. You can submit a group of applications together online here: Submitting group applications Immigration New Zealand</p>	<p>Apply for a work visa under specific purpose category here: Specific Purpose Work Visa: Visa details Immigration New Zealand</p> <p>If you are travelling in, and visiting New Zealand for the same purpose, and have a group leader organising the trip, you can submit a group of applications together online here: Submitting group applications Immigration New Zealand</p>

APPLY FOR A GROUP VISA

If you are part of a group travelling in, and visiting New Zealand for the same purpose, and have a group leader organising the trip, contact your event organiser/host to consider applying for a Group Visitor Visa here: [Group Visitor Visa | Immigration New Zealand](#) to ensure your applications can be processed together.

REQUIREMENTS FOR SUBMITTING A VISA APPLICATION

Visa applications should be applied for online. In order for INZ to be able to process your application quickly, all relevant fields in the online application form must be completed, and all required documentation provided including your invitation letter to the event you are participating in.

Refer to [Appendix B](#) for a checklist of requirements attendees and participants must submit with their applications. Some specific information is outlined below:

a) Identity

- Passport size photos must meet the requirements otherwise it will not be accepted. Photo requirements can be found here: immigration.govt.nz/acceptablephoto.
- Copy of passport bio page - The passport must be valid for at least three months beyond the intended date of departure from New Zealand.

b) Application fee

- You will need to have a valid credit card to pay for the application online.

c) Evidence of genuine intentions

- Personal cover letter outlining intended travel dates and plans in New Zealand.
- Invitation letter issued by the event organiser/ host confirming event details and your participation in the event.
- You must be a genuine visitor to New Zealand and intend to leave at the end of your visit. When INZ decide if your intentions are genuine, INZ consider all the information you provide to support your application and reason for travel, all the information we have about your personal circumstances, and all information you may have provided in any previous application.

d) Evidence of funds or sponsorship

- At least NZ\$1,000 per month, or NZ\$400 per month if you have already paid for your accommodation.
- If all costs associated to your travel and maintenance are being funded by a third-party organisation or the event organiser, please include in your invitation letter information about who will be covering your costs and what will be covered.
- If you are sponsored, your sponsor must provide evidence that they meet the criteria and can look after you while you are in New Zealand. Process to become a sponsor can be found here: [Criteria to sponsor a visa applicant | Immigration New Zealand](#)

e) Evidence of onward travel

- When you arrive in New Zealand you may be asked to show that you intend to leave the country, for example, a return ticket or proof you have enough money to buy a ticket out of New Zealand. This is in addition to the funds you have to live on while in New Zealand.
- If you are sponsored and you do not have a return ticket, your sponsor can provide recent bank statements to show they have enough money to buy you a ticket out of New Zealand.

f) Other documents

- Any other documents that show that you meet all of the criteria for the visa you are applying for. Each application is assessed on a case-by-case basis taking each applicant's individual circumstances into consideration. Therefore, INZ may request additional documents from you as part of assessing your visa application. If additional information is requested, it must be provided directly to your case officer.

g) Health

- An applicant must be in good health so you must declare any health conditions in your visa application form. INZ may require you to provide a chest x-ray, a medical examination or both if you intend to stay in New Zealand for more than six months.

h) Character

- You must also be of good character so you must also declare any character issues in your visa application form, and if you are 17 years or older, you may be required to provide a police certificate if your total time in New Zealand will be 24 months or longer across all visits (including any time you have spent in New Zealand in the past on other visas), or if you have declared any character issues.

FEES

People travelling under the visa waiver provisions who request an NZeTA will need to pay the NZeTA application fee. This fee includes the International Visitor Conservation and Tourism Levy. Information on fees for an NZeTA can be found here: [NZeTA](#)

Anyone who will be applying for a visa (visitor or work) will need to pay the visa application fee. Any facilitation fees charged by the Visa Application Centres will also require payment. You can find out how much it will cost to apply, where to send your application or passport, and how long a decision will take here: [Fees, decision times and where to apply | Immigration New Zealand](#)

APPLY IN GOOD TIME

Please ensure that visa applications are submitted well before your intended travel date. It is recommended you apply at least four weeks in advance. Please also ensure that you check whether your proposed travel route will require any transit visas and allow sufficient time to obtain these.



Visit the INZ website to find out how long it takes us to process an NZeTA, visitor, student, work and other visas: [How long it takes to process an application :: Immigration New Zealand](#)

ONCE YOUR APPLICATION HAS BEEN SUBMITTED

Once your application has been submitted online you do not need to send us a physical copy of your passport. If we need to see your physical passport to confirm your identity, we will either email you after you submit your application or tell you on the acknowledgement page when you complete your online application. Do not send your physical passport to INZ unless you have been advised to by an INZ processing officer.

If your application is approved, you will be granted an electronic visa (eVisa) which will be uploaded on your Immigration ONLINE account. You must print this and carry it with you when you travel.

You can check the status of your visa application online: [Checking your visa application status :: Immigration New Zealand](#)

ESCALATION FOR URGENT APPLICATIONS

INZ usually allocate applications for visas by the date we receive them, from the oldest first, which is why it is important to submit your application in at least four weeks in advance of your intended travel. When we allocate an application, it means we assign it to an immigration officer to start assessing it.

You can check processing times on the INZ website here: [How long it takes to process an application :: Immigration New Zealand](#)

In some cases, you can make a request for urgent allocation. Your request must have a compelling or very important reason for your application to be allocated urgently. This includes:

- compelling personal and business circumstances
- humanitarian factors, and
- matters of national interest.

To make a request visit the INZ website here: [Escalation for urgent applications: Immigration New Zealand](#)

PASSPORT

To board your flight to New Zealand you need a valid passport or travel document. You may not be allowed to check in if your passport is not valid for travel to New Zealand. Check that your passport will not expire until:

- three months after the date you plan to leave New Zealand, or
- one month after the date you plan to leave New Zealand – if your passport was issued by a country that has a New Zealand embassy or consulate that issues passports of that country.

NEW ZEALAND TRAVELLER DECLARATION

Before you travel to New Zealand you must complete a New Zealand traveller declaration (NZTD). The NZTD asks questions about your travel, including customs, immigration, and biosecurity information. It aims to improve the safety and security of New Zealand. Find out how to complete an NZTD on the NZTD website: [New Zealand Traveller Declaration website](#)

ARRIVING IN NEW ZEALAND

Customs and Biosecurity

Other border agencies such as the New Zealand customs Services and the Ministry of Primary Industries (MPI) check that you meet their entry requirements. They can refuse to let you enter New Zealand if you do not. More information can be found:

[Travel to and from New Zealand | New Zealand Customs Service](#)

[Arriving in New Zealand | Biosecurity New Zealand \(MPI\)](#)

SmartGate or eGates

SmartGate, or eGate as it is known in many parts of the world, is a fast and easy way to self-process through passport control. eGate facilities are available at Auckland, Wellington, Christchurch, and Queenstown airports for arriving (and departing) passengers. You can use SmartGates if you are 10 years of age or older and have an ePassport from New Zealand and 15 other countries listed here: [eGate - New Zealand Customs Service](#). When you arrive in New Zealand, before you go through an eGate, you must:

- have your passport ready to scan, and
- have a completed have completed the NZTD

APPENDIX A

VISA WAIVER COUNTRIES AND TERRITORIES

Citizens of the following countries do not require a visa to travel to New Zealand but must hold an NZeTA (New Zealand Electronic Travel Authority), if they are visiting for three months or less, and as long as the purpose of the visit is for a lawful purpose as specified in immigration instructions.

For more details on visa exemptions, what a lawful purpose is and to request an NZeTA visit the INZ website: [Visa waiver countries and territories :: Immigration New Zealand](#)

The following are visa waiver countries and territories

Andorra	Macau (only if you have a Macau Special Administrative Region passport)
Argentina	Malaysia
Austria	Malta
Bahrain	Mauritius
Belgium	Mexico
Brazil	Monaco
Brunei	Netherlands
Bulgaria	Norway
Canada	Oman
Chile	Poland
Croatia	Portugal (if you have the right to live permanently in Portugal)
Cyprus	Qatar
Czech Republic	Romania
Denmark	San Marino
Estonia (citizens only)	Saudi Arabia
Finland	Seychelles
France	Singapore
Germany	Slovak Republic
Greece	Slovenia
Hong Kong (residents with HKSAR or British National-Overseas passports only)	Spain
Hungary	Sweden
Iceland	Switzerland
Ireland	Taiwan (if you are a permanent resident)
Israel	United Arab Emirates
Italy	United Kingdom (UK) (if you are travelling on a UK or British passport that shows you have the right to reside permanently in the UK)
Japan	United States of America (USA) (including USA nationals)
Korea, South	Uruguay
Kuwait	Vatican City
Latvia (citizens only)	
Liechtenstein	
Lithuania (citizens only)	
Luxembourg	

APPENDIX B

CHECKLIST FOR EVENT ATTENDEES

If you have been invited to attend an event hosted in New Zealand, check if you are eligible to travel in on an NZeTA: <https://www.immigration.govt.nz/nzeta>

The visa you apply for will depend on the type of event you are attending and your participation within the event. Make sure you apply for the most appropriate visa at least four weeks before your intended travel. Immigration New Zealand may request further information.

Visitor Visa General <i>For those travelling to attend an event as visitors</i>	Specific Purpose Work Visa <i>If you are travelling to undertake work</i>
Apply online: Visitor Visa Immigration New Zealand	Apply online: Specific Purpose Work Visa Immigration New Zealand
Copy of passport with at least three months validity or a Certificate of Identity	Copy of passport with at least three months validity or a Certificate of Identity
1x acceptable photo less than six months old	1x acceptable photo less than six months old
Application fee	Application fee
Personal cover letter outlining intended travel dates and plans in New Zealand	Personal cover letter outlining intended travel dates and plans in New Zealand
Invitation letter issued by event organiser/ host confirming event details and your participation in the event	Invitation letter issued by event organiser/ host confirming event details and your participation in the event
Evidence of funds or sponsorship	Evidence of funds or sponsorship

Evidence of onward travel (if not sponsored)	Evidence of onward travel (if not sponsored)
Evidence of personal circumstances in home country to support you are a genuine visitor intending a temporary stay	Evidence that the nature of your work or the circumstances surrounding your work are such that it is not possible or appropriate for a New Zealand citizen or resident to take up the work
Evidence of relationship with any family members included in your application	If you will be employed in New Zealand, evidence of a job offer and a completed Employer Supplementary Form (INZ 1113)
Any other documents that show that you meet the criteria for the visa you are applying for – more details here: Visitor Visa Immigration New Zealand	We may require evidence of your qualifications and/or experiences if necessary to carrying out the event, i.e evidence of accreditation if you are working as a media personnel
	Any other documents that show that you meet the criteria for the visa you are applying for – more details here: Specific Purpose Work Visa Immigration New Zealand