

VISITOR VISA – GENERAL CHECKLIST**訪客簽證 – 普通類別 文件審核清單**

Please submit this checklist with your application.

遞交您的簽證申請時 • 請附上本文件審核清單。

Immigration New Zealand reserves the right to request additional information in the course of assessing an application. 紐西蘭移民局有權在申請審理過程中要求申請人遞交補充文件。

From September 3, 2018, please prepare your documents in accordance with the following document specifications when submitting your visa application via New Zealand Visa Application Centre in Taipei (VAC). The VAC will scan all your documents to the New Zealand Immigration and keep all your documents for one month except original passport. Please retrieve your documents after one month. You may choose to submit only a copy of the document, but it is recommended that the original be submitted with the photocopy (the original will be returned immediately).

- **All documents must be A4 size.**
- **Any documents which are smaller or larger than A4 size, must be photocopied onto A4 sized paper. This includes the pages of any previous passports.**
- **All documents must be free from any staples, clips or pins before they are submitted.**
- **Torn, crumpled or heavily creased documents cannot be scanned and therefore must be photocopied onto A4 sized paper before they are submitted.**
- **Documents should not be laminated.**

自 2018 年 09 月 03 日起，在台灣遞交簽證申請者，請依照下列文件規格準備您的文件。台北簽證申請中心會將您的所有文件掃描上傳至紐西蘭移民局，並保留您的所有文件一個月，屆時請您取回所有文件。您可以選擇僅遞交文件的影本，但建議正本連同影本一併遞交（正本會立即歸還）。

- 所有文件必須為A4 尺寸，且為一般白色影印紙，不得使用廢紙。
- 所有大於或小於A4 尺寸的文件，皆須影印成A4規格，包括舊護照的每一頁(適用於欲提供舊護照者)。
- 所有文件不得使用訂書針，迴紋針或是圖釘裝訂。
- 撕裂、起皺或有摺痕的文件無法掃描，必須重新影印成A4規格。
- 文件不可護貝。

If you provide false or misleading information your application may be declined.

如您在申請中提供虛假或誤導性資訊，申請將可能被拒簽。

Any documents not in English must be translated by an official translator.

所有非英文文件必須有正式英文翻譯本。

Who can be included in an application?

哪些申請人可被包含在同一份申請中？

- An individual 單一申請人
- A couple 夫妻
- Parent(s) with dependent children under 20 applying at the same time for the same duration can apply together on one application form. 父母偕同 20 歲以下未成年子女，且出入境紐西蘭時間相同。

MANDATORY REQUIREMENTS : FORM, FEE, PASSPORT, PHOTO 表格、申請費用、護照、照片	Applicant check 申請人打勾	VAC check 簽證申請中心 打勾	INZ check 紐西蘭移民局 打勾
Application Form for Visitor visa (INZ 1017) , or 訪客簽證申請表 (INZ 1017) ，或 Application Form for Tourist/Business Visa (INZ 1189) Self-funded tourists intending to stay for less than 6 months may use this form			

<p>觀光/商務簽證申請表 (INZ1189) 自費的旅客於紐西蘭停留時間少於六個月可使用此申請表</p>			
<p>Application fee: 申請費用 More information about fees can be found on the office and fees calculator. 更多申請費用資訊，請參閱：office and fees calculator</p>			
<p>Your current Passport (original), and</p> <ul style="list-style-type: none"> • 1 copy of the bio data page of your passport • 1 copy of each page of your passport that has a visa label, or exit and entry stamp <p>有效護照（正本），以及</p> <ul style="list-style-type: none"> • 護照個人資訊頁影本一張 • 護照內所有簽證標籤或出入境章之影本一份 			
<p>2 recent passport-sized colour photographs, must be less than 6 months old 申請人 6 個月內簽證申請規格之照片 2 張</p>			
<p>PERSONAL DOCUMENTS 個人資訊文件</p>			
<p>Taiwan nationals: Your English household registration transcript 台灣國籍： 申請人英文戶籍謄本</p> <p>Citizens of other countries: Copy of your Alien Resident Certificate 其他國家公民： 在台居留證影本</p>			
<p>SUPPORTING DOCUMENTS 支援文件</p>			
<p>If you are including your partner or dependent child in your visitor visa application, please submit evidence of your relationship to them, such as your household registration transcript, your marriage certificate, your child's birth certificate showing parents' names. 如此次訪客簽證申請包含您的配偶或未成年子女，請遞交您與配偶或子女的關係證明，例如戶籍謄本，結婚證書或子女出生證明（顯示父母名字）。</p>			
<p>If your dependent child is included in your application but the child's other parent is not travelling with you, please provide a letter of consent for the child to travel from the non-travelling parent. 如有未成年子女隨行，但您的配偶不隨行，必須遞交不隨行的父母一方的書面同意函，表示同意該子女隨您出行。</p>			
<p>FINANCIAL REQUIREMENTS 財力證明文件</p>			
<p>Evidence of your ability to fund your stay in New Zealand, and your outward travel from New Zealand such as: 須提供資金證明，表明有能力負擔在紐西蘭期間的費用及返程機票，例如： • A completed Sponsorship Form for Temporary Entry (INZ 1025); or, 一份填寫完整的紐西蘭短期簽證擔保表(INZ1025)；或</p>			

<ul style="list-style-type: none"> • Bank deposit books showing a saving history 銀行存摺，顯示存款歷史 • Bank statements or payslips for the previous 6 months 最近 6 個月的銀行對帳單或薪資單 • Credit card statements and limits 信用卡對帳單，顯示信用額度 • Personal Income tax returns 個人所得稅交稅回執單 Stock transaction reports 股票交易記錄 • Other evidence of funds or assets 其他資金證明或固定資產 			
EMPLOYMENT or ENROLEMENT DOCUMENTS 工作證明 或 在學證明			
<p>If you are employed, a letter from your employer stating: 如有工作，須提供雇主證明信，須包含以下資訊：</p> <ul style="list-style-type: none"> • Your position and salary 申請人的職位及薪資 • The length of your employment 工作年限 • Your leave approval 准假證明 • Name and contact details of your employer 雇主姓名及聯絡資訊 			
<p>If you own your own company, we require the following: 如為私營業主，須提供以下文件：</p> <ul style="list-style-type: none"> • Business licence with capital verification report 營業執照以及驗資報告 • Statement about the business scope and the number of employees 情況說明一份，說明業務範圍及員工人數 • Recent business tax returns with income statement 近期企業收入所得稅稅單 Recent bank documents showing daily business transactions 近期企業銀行對帳單，顯示每日交易內容 			
<p>If you are retired, evidence of your Retirement 如退休，須提供退休證明。</p>			
<p>If you are a student, please provide evidence of the enrolment from school. 如您是學生，請遞交在學證明。</p>			
CHARACTER REQUIREMENTS 品行要求			
<p>Applicants aged 17 and above intending to remain in New Zealand for more than 24 months are required to supply police certificates from every country of their citizenship AND each country that they have lived in for five years or more since turning 17. See how to obtain a Police Certificate for more information. 年齡在 17 歲以上的申請人如計畫在紐西蘭停留超過 24 個月以上，須提供其本國籍以及 17 歲後在任一個國家住滿 5 年以上的他國無刑事犯罪證明書 police certificates。更多資訊請參閱 how to obtain a Police Certificate（如何取得無刑事犯罪證明）。</p> <p>Certificates must be no more than 6 months old on the date your application is lodged. 無刑事犯罪證明書須於簽證申請遞交前六個月內有效。</p>			

MEDICAL REQUIREMENTS 健康要求			
<p>I have completed an eMedical and provide NZER number. 我已完成 eMedical 及提供 NZER 號碼。</p>			
<p>If you intend to be in New Zealand for more than six months but less than one year, you must complete a Chest X-ray Exam. 如計畫在紐西蘭停留時間超過 6 個月但少於 12 個月，須完成短期入境簽證胸部 X 光檢查。</p> <p>If you intend to be in New Zealand for more than one year, you must complete a General Medical Exam and Chest X-ray Exam. 如計畫在紐西蘭停留時間超過 1 年，須完成普通體格檢查以及短期入境簽證胸部 X 光檢查。</p> <p><i>Please note that a repeat chest x-ray certificate is NOT required if you have previously provided INZ with a Chest X – ray Certificate issued within the 36 months preceding this application AND you have not spent six consecutive months in Taiwan or another country that is not a low-incidence country for tuberculosis (TB) since your previous application.</i> 短期入境簽證胸部 X 光檢查在以下情況下無需完成：</p> <ul style="list-style-type: none"> • 如已在此申請之前 36 個月之內完成過入境簽證胸部 X 光檢查，並且 • 在前次簽證申請之後，未曾在台灣或其他肺結核高風險國家連續停留超過六個月 <p>Certificates must be less than 3 months old when the application is submitted. 體格檢查須在此申請遞交前 3 個月內完成。</p> <p>Note: All medical certificates must be completed by an INZ appointed panel doctor. 備註：所有體檢須由紐西蘭移民局指定醫師完成。</p>			
ADDITIONAL DOCUMENTS 附加文件			
<p>If you are intending to do a short course of study in New Zealand, you should provide an offer of place and receipt of payment. You may submit the original receipt with your application or have the educational provider send confirmation of payment directly to Immigration New Zealand – Bangkok by fax or email. 如打算在紐西蘭學習短期課程，需提供：入學許可和學費收據，或由紐西蘭教育機構直接傳真/電郵至駐曼谷紐西蘭移民局</p>			
<p>Travel Itinerary (such as: Travel plan, Flight booking, Hotel booking) 旅行計畫 (例如：行程表、班機訂位、飯店訂房紀錄)</p>			
OTHER DOCUMENTS 其他文件			

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Declaration by Applicant/申請人聲明:

I confirm that I have supplied the documents listed above & I acknowledge that failure to submit all necessary documents may result in my application being refused or may result in a delay in the processing of my application, if further documents need to be requested by INZ.

我確認我遞交了以上清單中列出的文件，並且我知道如果我沒有遞交所有所需文件而致使紐西蘭移民局要求我進一步遞交其他文件時，可能會導致我的申請被拒簽或延遲受理。

I have chosen to proceed with the application.

我選擇繼續申請。

Date/日期：

Name of Applicant 申請人姓名	Passport No. 護照號碼	Signature 簽名

Signature of the Processing Officer:

文件審核員簽名：