

CREW MEMBERS JOINING VESSELS OR AIRCRAFT CHECKLIST**船舶和機組人員 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。

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) 訪客簽證申請表 (INZ 1017)			
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			
Your current Passport (original), and <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 			

有效護照（正本），以及			
<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 			
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			
PERSONAL DOCUMENTS 個人資訊文件			
Taiwan nationals: Your English household registration transcript 台灣國籍： 申請人英文戶籍謄本 Citizens of other countries: Copy of your Alien Resident Certificate 其他國家公民： 在台居留證影本			
EMPLOYMENT DOCUMENTS 工作證明			
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： <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 Name and contact details of your employer 雇主姓名及聯絡資訊 			
SUPPORTING DOCUMENTS 支援文件			
Evidence of your engagement as a crew member in New Zealand 出示作為船舶和機組人員在紐西蘭停留的證明。			
A letter from your shipping agent guaranteeing your maintenance in NZ and repatriation 船務公司擔保於紐西蘭的生活及出境費用。			
OTHER DOCUMENTS 其他文件			

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：