



New Zealand Document Checklist

New Zealand Tourist Docs Checklist

Name	Description	Format
Passport Scanned Copy	Passport First and last Page	
Photograph	Passport size photo • be a close-up of your full head and upper shoulders • contain no other objects or people • be taken against a plain cream or light grey background • be in clear contrast to the background • not have 'red eye'	
Hotel Booking	Not mandatory. Highly recommended	
Flight Tickets	Not mandatory. Highly recommended	
National ID	• Aadhar card or pan card	
Bank statement	• Last 6 months Needs to have funds to cover cost of trip • Minimum balance should be more than 3 lakhs per person	
IT return	Income tax return acknowledgement for the last 2 years/ Form 16 should be more than 8 Lakh	
Proof of investments	• Proof of fixed deposits, property investments, or other investments etc. (if any)	
Cover letter	Cover letter indicating the purpose of travel, number of days, passport and travel details	Cover Letter Template
Travel itinerary	Day to Day Itinerary	
If employed	• Employer NOC (Original Leave letter work reference letter stating position, salary, length of employment and leave approval from the employer) • Salary Slip of Last 03 Month	Employer NOC Template
If self-employed	• Company registration license • Proof of Business (GST copy or company registration) • Company Current Account Statement • Company Income Tax Return if available	
If Married	Marriage Certificate Copy	
If Minor	• Birth certificate • Consent letter for child under 17 years old if not accompanied by both parents • Copy of parents' ID cards • Copy of student's ID (if applicable)	

If Invitation

- Invitation letter is a must from New Zealand mentioning applicant's passport [Invitation Letter](#) details, the purpose of visit, the address where they will stay, invitee's address [Template](#) and contact details.
- Invitee Passport 1st & last page
- Valid Resident permit/Visa copy of invitee

If sponsored

- In case of a New Zealand citizen/resident sponsor, evidence of relationship to [Sponsorship Form](#) the sponsor must be provided
- Completed sponsorship form INZ 1025 if your visit is being sponsored by a New Zealand citizen/resident

If the intended stay is more than 6 months

- An eMedical Chest X-Ray Certificate issued by one of our appointed panel physicians

If the intended stay is more than 12 months

- A complete eMedical and Chest X-Ray Certificate issued by one of our appointed panel physicians
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