

New Zealand Tourist Docs Checklist

Name	Description	Format
Passport Scanned Copy	Passport First and last Page	
Photograph	Passport size photo	
Hotel Booking	Not mandatory. Highly recommended	
Flight Tickets	Not mandatory. Highly recommended	
National ID	<ul style="list-style-type: none"> Aadhar card or pan card 	
Bank statement	<ul style="list-style-type: none"> Last 6 months Needs to have funds to cover cost of trip Minimum balance should be more than 3 lakhs per person If trip sponsored by someone else, attach sponsor's bank statement 	
IT return	<ul style="list-style-type: none"> Income tax return acknowledgement for the last 2 years/ Form 16 with ideally more than INR 8 lacs of declared income If trip sponsored by someone else, attach sponsor's income tax return 	
Proof of investments	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Birth certificate Copy of student's ID (if applicable) 	
If Invited by someone from New Zealand	<ul style="list-style-type: none"> Invitation letter from New Zealand mentioning applicant's passport details, the purpose of visit, the address where they will stay, invitee's address and contact details. Invitee Passport 1st & last page Valid Resident permit/Visa copy of invitee 	Invitation Letter Template
If trip sponsored by someone in New Zealand	<ul style="list-style-type: none"> In case of a New Zealand citizen/resident sponsor, evidence of relationship to the sponsor must be provided Completed sponsorship form INZ 1025 if your visit is being sponsored by a New Zealand citizen/resident 	Sponsorship For

New Zealand Additional Information Required

Info	Notes
Relationship status	Single, married, divorced, separated, widowed. If married, ask for partners name, date of birth, current address, occupation, place of birth
Employment status	<ul style="list-style-type: none">• If employed or self employed, ask for Designation, org name, email address, phone number, address, date of joining• If retired, ask for start date and end date of last paid work, org name, email address, phone number, address date of retirement, designation
How will your stay be funded	<ul style="list-style-type: none">• Self, funded by company, funded by another org, funded by another person.• If funded by another person, ask for name, relationship and address• If funded by another org, ask for their name and address