

Who can apply?

Any person born outside New Zealand on or after 1 January 1978, and whose mother or father was a New Zealand citizen (otherwise than by descent) at the time of their birth or adoption can apply for registration of New Zealand citizenship by descent. Your child's mother or father will have either been born in New Zealand or will have received a grant of New Zealand citizenship before they were born.

If you are aged 16 years or older, and want to apply for citizenship, please use the Adult form.

To find out more please contact the Citizenship Office. Our contact details are at the bottom of this page.

Need a passport too?

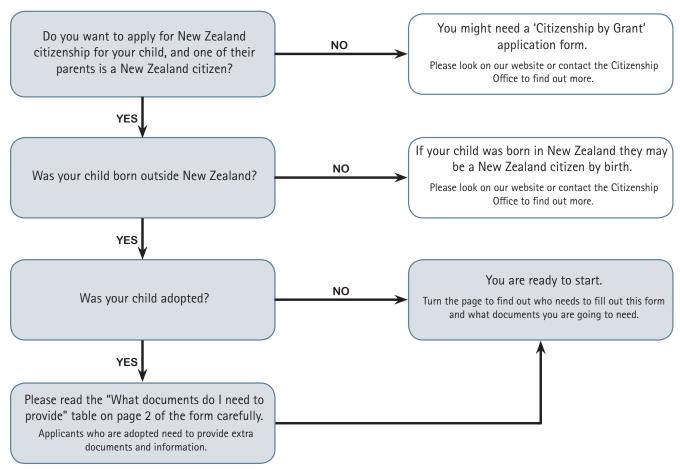
You can use this form just to register your child's citizenship by descent, or to register your child's citizenship by descent and apply for a New Zealand passport for them. There's no need to complete a separate passport form.

How long will it take?

It takes up to 20 working days to process a correct and complete application for citizenship. If you are applying for both citizenship and passport, it will take up to 30 working days. It takes 10 days for an urgent citizenship and passport application (please see the fees page for information on charges). Applications involving overseas adoptions may take longer.

Where should I start?

Answer the questions in the boxes below to see what you should do.



The questions in the boxes above are based on the legal requirements for a citizenship by descent application. The results from the questions are only a general indicator to give you some idea of your child's eligibility for citizenship by descent. These questions do not form part of the formal assessment process. A formal assessment will be carried out by the Department of Internal Affairs, should you choose to apply for citizenship for your child. For more detailed information, please read the rest of the application form or see our website www.citizenship.govt.nz

Need help? 1300 559 535 (AUS) 0800 22 51 51 (NZ) +64 (4) 463 9361 citizenship.govt.nz passports.govt.nz



1 Who fills in this form?

You will need a 'New Zealand Parent', and a witness to help you complete this application form.

If your child has two parents who are both New Zealand citizens (other than by descent), you can choose either parent to be the 'New Zealand Parent', when completing this form.

2 What documents do I need to provide?

Check the tables below to see which documents the Child and the New Zealand Parent need to provide. Remember, we need **original documents. No photocopies**. We will return all your original documents to you.

All your documents need to be in English. If they are not, go to our website for more information.

Child	
Birth certificate (Full official state-issued)	This document needs to be the original birth certificate, hospital certificates are not accepted. It must have the child's full name, place and date of birth, gender and both parents' names. If your country's birth certificate does not have all this information on it, please contact the Citizenship Office.
Two photos	You must provide two identical, passport size photos of the child. These photos must meet certain requirements. Please see the photo section below for more information.
Change of name documents (if your child has changed their name)	If your child's name has changed for any reason (for example: adoption, statutory declaration) you need to provide an official state-issued change of name document (for example: the adoption order or statutory declaration). Note: If this name change happened in New Zealand, you don't need to send the documents. The Citizenship Office can access them electronically.
Adoption documents (if your child has been adopted)	You must provide all original adoption documents if your child has been adopted outside New Zealand. Adoptions from other countries have different requirements. For more information, please see our website or phone the Citizenship Office.
New Zealand Parent	
Your most recent New Zealand passport number	Please enter your most recent New Zealand passport number in question 22 on page 16 of this form. If you do not have a New Zealand passport, you need to provide a current photo identification document (for example a driver licence).
Change of name documents (if you have changed your name)	If your name has changed for any reason (for example: marriage, adoption, statutory declaration) you need to provide an official state-issued change of name document (for example: your marriage certificate or adoption order). Note: If this name change happened in New Zealand, you don't need to send the documents. The Citizenship Office can access them electronically.
Application for Child Passport	
No other documents required	If you also want to apply for a New Zealand passport for your child, you just need to complete question 31 and add the additional passport fee on page 10.

3 Everyone who is applying for citizenship by descent must supply two identical colour photos.

The child's witness will need to write the child's full name on the back of one of the photos and sign and date it. Don't attach your photos to the application form. We can only accept undamaged photos.



Your child's passport-size photos need to be:

- Recent colour photos, less than 6 months old.
- Be a full front, close up view of the head and shoulders with the head covering 70% to 80% of the photograph.
- Be taken with a neutral expression (not smiling or frowning) with their mouth closed.
- Show the child looking straight at the camera, and their head not tilted.
- Show child's eyes open and clearly visible, and no hair in their eyes.
- Without sunglasses. Tinted prescription glasses may be worn as long as eyes are still visible.
- A true image and not altered in any way.
- Clear, sharp and in focus with minimum reflective light on face. No redeye.
- With a plain light coloured background (not white).
- Be of good quality colour and on high quality photographic paper, with no ink marks on the image (no inkjet printers).
- Passport-sized (45mm x 35mm).
- Glasses frames must not obscure the eyes.
- Do not trim the photos

4	The questions numbered 4 to 13 are about the Child. Remember, you are filling this out for a child, so you need to use their name and details on this page.
5	What is the child's full name? Copy the names from the child's birth certificate. You must provide the original state issued birth certificate with the application. If their name has been legally changed (by adoption etc.), then use the new name details from that document. Surname or family name(s) First and middle names
6	Where were they born?
	City, town or village where they were born Country where they were born Country where they were born
7	What is their date of birth? D D / M M / Y Y Y Y
8	Are they? Male Other
9	What is their height and eye colour? Remember, you are filling in this form for your child, make sure you give their height and eye colour. Height, in centimetres Eye colour, for example: Brown, Blue, Green, Grey, Hazel, Black
10	Is the child adopted? (Refer to section 2 for the documents you need to provide.) Yes. Please write their adoption date and country of adoption in the boxes below No go to 11 Date of adoption Country of adoption Country of adoption
11	Has their name been legally changed for any reason? (Refer to section 2 for the documents you need to provide.) This could be because they were adopted, changed their name by deed poll etc. Yes → please tick a box below to show how their name has been changed Deed poll Adoption Other (please specify) → Write the name they had before it was legally changed in the space below No → go to 12

12	What	t is y	our/	Chi	ld's	hoi	me	ado	dres	ss a	nd	l yo	ur	con	tac	t d	eta	ils?																
	This a																					he i	mos	st t	ime	2.								
	Unit a	and/	or ho	use	nun	nber				Stre	eet	naı	me								_													
	Subur	rb													_								,											
	Place	nam	ne (ci	ty, t	own	, vil	lage	e)											Sta	te c	or t	erri	itor	ry			Pos	tco	ode					
,	Count	try																																
																														1				
																																		-
	Your	cont	act r	umb	er					_					_			_	_															
	+																																	
	Countr				ea coo	de	F	Phon	e nui	mber																								
-	Your	emai	l add	dress	i T													_		_				Т	Т	\top	\neg			Т	Т	$\overline{}$		7
				_																														
13	\/\hat	t is v	/OUr	nos	tal :	hhe	reso	<u>.</u>																										
13	What			•								··c	,																					
13	What This is	s whe	ere w	e wil	l ser	nd do	ocur	men						t del	liver	to	Post	t Off	ice	box	es.													
13	This is	s who	ere w e tha	e wil t in r	l ser nost	nd do	ocur es c	men our	ier s	servi	ces	car		t del	liver	to					es.													
13	This is	s who e not Sam	ere w e tha e as	e wil t in r	l ser most	nd do cas d's r	ocur es c	men our dent	ier s tial	servi add	res	s car	nnot	t del	liver	· to	Post go		ice 14		es.													
13	This is	s who e not Sam	ere w e tha	e wil t in r	l ser most	nd do cas d's r	ocur es c	men our dent	ier s tial	servi add	res	s car	nnot	t del]					es.													
	This is	s whence not Same	ere w e tha e as nt th	e wil t in r	l ser most	nd do cas d's r	ocur es c	men our dent	ier s tial	servi add	res	s car	nnot	t del		· to					es.													
	This is	s whence not Same	ere w e tha e as nt th	e wil t in r	l ser most	nd do cas d's r	ocur es c	men our dent	ier s tial	servi add	res	s car	nnot	del]					es.													
	This is	Same I wa	ere we that e as	e wil t in r the d	l ser most child	nd do cas d's r	es c esid	men our dent	ier s tial to t	servi add	res	s car ss dre	nnot SS	t de]					es.													
	This is Please	Same I wa	ere we that e as	e wil t in r the d	l ser most child	nd do cas d's r	es c esid	men our dent	ier s tial to t	add this	res	s car ss dre	nnot SS	t de]					es.													
	This is Please Your I	Sam I wa	ere we that e as	e wil t in r the d	l ser most child	nd do cas d's r	es c esid	men our dent	ier s tial to t	add this	res	s car ss dre	nnot SS	t de]					ees.													
	This is Please	Sam I wa	ere we that e as	e wil t in r the d	l ser most child	nd do cas d's r	es c esid	men our dent	ier s tial to t	add this	res	s car ss dre	nnot SS]					es.													
	This is Please Your I	s whee not	e as nt the	e will tin r the de do	l ser most child	nd do	esid	men cour dent ent	ier s tial to t	add this	res	s car ss dre	nnot SS	t de]		to	14				[]				Pos	t too	nde					
	This is Please Your I	s whee not	e as nt the	e will tin r the de do	l ser most child	nd do	esid	men cour dent ent	ier s tial to t	add this	res	s car ss dre	nnot SS	t del]		to	14				tor				Pos	stee	ode					
	Your I	s who e not Sam I wa name	e as nt the	e will tin r the de do	l ser most child	nd do	esid	men cour dent ent	ier s tial to t	add this	res	s car ss dre	nnot SS	t de]		to	14				tor				Pos	stec	ode					
	This is Please Your I	s who e not Sam I wa name	e as nt the	e will tin r the de do	l ser most child	nd do	esid	men cour dent ent	ier s tial to t	add this	res	s car ss dre	nnot SS	t de]		to	14				tor				Pos	stco	ode					

14	The questions numbered 14 to 22 are for the New Zealand Parent.
	To be the New Zealand Parent on this application, you need to have either been born in New Zealand, or received a grant of New Zealand citizenship before your child was born. If the child's parent received their New Zealand citizenship by descent, they <u>cannot</u> be the 'New Zealand Parent' on this application.
15	Parent's claim to New Zealand citizenship This is where the Child's parent provides evidence of their New Zealand citizenship.
	Please tick one of the following. I was:
	Born in New Zealand Born in Niue, Tokelau or Cook Islands (The original high partificate must be provided)
	Given a Grant of New Zealand citizenship
16	What is your relationship to the child who is claiming New Zealand citizenship by descent?
	Please tick one of the following
	Birth parent
	Adoptive parent
	Other: (please state)
17	What is your full name?
	Copy the names from your birth or citizenship certificate. If your name has been legally changed (by marriage, civil union, adoption etc.), then use the new name details from that document.
	Title, please tick one of the following options
	Mr Mrs Ms Other (please specify)
	Surname or family name (s)
	First and middle names
18	Has your name been legally changed for any reason? (Refer to section 2 for the documents you need to provide.)
	This could be because you were adopted, got married, changed your name by deed poll etc.
	Yes —> please tick a box below to show why your name has changed
	Marriage/Civil Union Deed poll Adoption Other (please specify)
	Write the name you had before it was legally changed in the space below
	No → go to 19
19	Where were you born?
	Copy the town, city or village and country of birth from your birth certificate.
	City, town or village where you were born
	Country whose year ware hour
	Country where you were born
20	What is your date of birth?
	D D / M M / Y Y Y Y

Are you? Male Demaile Other
What is your New Zealand passport number? Write the number of your most recent New Zealand passport below.
This is the end of the New Zealand Parent section. Please go to question 28, and read and sign the Privacy Act section.
The questions numbered 23 to 27 are for the child's Other Parent. To complete this application form we need both parents' details. One parent's details must be in the 'New Zealand Parent' section and the other parent's details must be in this section.
What is your full name? Copy the names from your birth or citizenship certificate. If your name has been legally changed (by marriage, civil union, adoption etc.), then use the new name details from that document.
Title, please tick one of the following options Mr Mrs Ms Miss Other (please specify)
Surname or family name(s) First and middle names
Has your name been legally changed for any reason? This could be because you were adopted, got married, changed your name by deed poll etc.
Yes → please tick a box below to show why your name has changed Marriage/Civil Union Deed poll Adoption Other (please specify) Write the name you had before it was legally changed in the space below
No → go to 26
What is your date of birth? DD/MM/YYYY
What is your relationship to the child who is claiming New Zealand citizenship by descent? Please tick one of the following. Birth parent Adoptive parent Other: (please state)
This is the end of the Other Parent's section. Please go to question 28, and read and sign the Privacy Act information section.

Privacy Act information - who should read this?

The 'New Zealand Parent' and 'other parent' need to read the information in this section. Each parent then needs to write their name and sign at the bottom of the page to say that they have read and understood the information.

Collection, authorisation and use of information in support of this application.

This application form requires you to produce certain information in support of your application. The decision to supply the information is voluntary. If you do not produce sufficient information to enable a claim to New Zealand citizenship by descent to be determined, the application will be declined. We need to collect this information to see if the requirements of the Citizenship Act 1977 are met, to process the application and for other lawful purposes. The information you provide in this form is collected and held by: Department of Internal Affairs, PO Box 10-680, Wellington, New Zealand.

Information held by the Citizenship Office and Passport Office can be used in authorised information matching programmes by the Electoral Enrolment Centre, the Department of Internal Affairs, the Inland Revenue Department, the New Zealand Transport Agency, the Ministry of Education, the Ministry of Social Development, and the Ministry of Business Innovation, and Employment as authorised by statute. Details are available on the Department of Internal Affairs website - www.dia.govt.nz or call +64 (4) 463 9361.

You have a right of access to and correction of personal information you have provided under the Information Privacy Principles of the Privacy Act 1993. Please contact the Citizenship Office for more details.

WARNING: It is an offence against the Passports Act 1992 to knowingly or recklessly make a statement that is false or misleading in a material particular for the purposes of gaining a New Zealand Passport. It is also an offence to knowingly or recklessly give false information or conceal any facts for the purpose of gaining New Zealand citizenship for oneself or on behalf of someone. If you do so, you may be denied/lose New Zealand citizenship, face criminal charges, or both.

By signing below you declare the following:

- The statements made in this application are to the best of my knowledge true, complete and correct.
- If false information has been provided I understand that any citizenship certificate/passport issued on the basis of that information may be cancelled and the matter referred to the New Zealand Police.
- I understand that information may be obtained about me to determine my child's eligibility for this citizenship application by way of an authorised information matching programme in accordance with section 78A of the Births, Deaths, Marriages and Relationships Registration Act 1995.
- I authorise any necessary additional enquiries including the disclosure of personal information about myself or the child for the purpose of determining eligibility for this application. My authorisation includes, but is not limited to, any information held by the Department of Internal Affairs.
- If I have also applied for a New Zealand passport for my child at the same time, I authorise my/the child's information to be taken from or shared with the New Zealand Passport Office for the efficient processing of both applications.
- I understand that if I have possession of a forged or false New Zealand travel document, I may be liable on conviction to imprisonment for a term not

29 New Zealand Parent (must sign)	
_	lating to the collection and use of information for this application, and I s outlined above.
Full name	
Signature	Date
SIGN HERE	DD/MM/YYYY
Other Parent (must sign)	
authorise the use and disclosure of my information as	lating to the collection and use of information for this application, and I s outlined above.
Full name	
Signature	Date
SIGN HERE	D D / M M / Y Y Y
This is where you apply for a PASSPORT for y If you do not want a passport for your child, please lea I want to apply for a passport for my child.	
Only one parent needs to give permission in this question	on. Please tick one of the boxes below.
I give my consent for a passport to be issued to the child I am the: NZ Parent Other Parent	named in question 5 of this application.

32	The next section is for your witness. Get the person who wants to be your child's witness to complete all the following questions. Make sure you give your witness the two identical photos of the child so that they can complete the photo identity section at the bottom of the page.
33	This section numbered 33 to 41 is for the witness. Before you fill in this section, please read the statements carefully to make sure you can be a witness. The witness must: • not be a relative or part of the family group of the child • not live at the same address as the child • be aged 16 years or over • have known the child for more than 12 months, or since birth if the child is under 12 months old You might be able to be a witness. go to 34
34	Do you hold a New Zealand passport? Yes → What is your passport number? → now go to 37 No → go to 35
36	You only need to answer this question if you do not have a New Zealand passport. You must still meet all the requirements in section 33. Which of the following groups describes your current job? Registered medical professional (for example, a doctor, nurse, dentist, pharmacist, physio etc) Teacher (primary or secondary teacher or university lecturer) Minister of religion Lawyer Police officer Kaumatua None of the above. Stop, you cannot be a witness for this application. Please write the name and street address of the business or organisation where you work. Remember, you only need to complete this question if you do not have a New Zealand passport.

37	What is your full name?
	Title, please tick one of the following options
	Mr Mrs Ms Miss Other (please specify)
	Surname or family name(s)
	First and middle names
38	What is your date of birth?
39	Where do you live?
	Please write the details of your residential address and contact details
	Unit and/or house number Street name
	Suburb
	Place name (city, town, village) State or territory Postcode
	Country
l	Contact number
	+
ı	Country code Area code Phone number
ı	Email address
40	Do you hove the Child's two whetes?
	Do you have the Child's two photos? The witness needs to write three things on the back of one of the photos:
	• the full name of the Child
	• the witness needs to sign
	• today's date
	Please check carefully. Have you written the three things on the back of one of the photos correctly?
	Do not:
	staple, glue or paperclip Witness to: • I am 16 years of age or over.
	photos to the application as this may cause damage. I have known the applicant for more than 1 year or since birth if under 12 months.
	Ensure your photo has the child The information I have given is complete and correct to the best of
	been correctly witnessed • sign back of photo write today's data • The person in this photo is the person named in section 5.
	to avoid delays in I have written the full name of the applicant, signed my name and
	processing. written the date on the back of one photograph. ▶ I understand that if I have provided false information, this passport
	can be cancelled and I can, by law, be fined or imprisoned.

41 Witness dec	aration and Privacy	y Act informat	tion													
	If you are acting as a witness for this application, you need to read all the information in this section. Then fill out the name of the child being registered, the number of years you have known them, and sign and date the bottom of this section.															
Collection, autho	risation and use of ir	nformation in s	upport of	this ap	plication	n.										
	application you are requi									oluntary.						
· ·	supply this information															
	our information to help was collected and held by: D								ul pui	rposes. Ir	ne inforn	nation you				
You have a right of a	provide in this form is collected and held by: Department of Internal Affairs, PO Box 10–680, Wellington, New Zealand. You have a right of access to and correction of personal information you have provided under the Information Privacy Principles of the Privacy Act 1993. Please contact the Citizenship Office for more details.								Act 1993.							
By signing below	v you declare the f	followina:														
I have know	•															
Child's full na	ne (as shown in questi	on 5)														
	· · · · · · · · · · · · · · · · · · ·	_														
For																
YY/N		is aged less than														
Years N	please just w Nonths	vrite the number	of months	s you hav	ve knowr	n the chi	ld)									
Cianatura of	Witness															
Signature of	VVILITESS		1													
SIGN	HERE															
Date			•													
DD/N	M / Y Y Y	Υ														
This is the end of th	e Witness section.															
	nd passport applica	ation fees														
	need to pay? ding on which country yo	u are cending your	application	to												
	ntry you are sending to an				boxes belo	ow.										
Fees if lod	ged in New Zealand	Fee	s if lodge	d in Au	ctralia		Fees if lodged in the UK									
										<u></u>						
Citizensh	ip NZD\$ 204.40	Cit	izenship	AUD\$	192.00			itizens	hip	GBP£	110.00					
Citizensh Passport	ip & NZD\$ 295.70		izenship & ssport	AUD\$	318.00			itizens asspor		GBP£	182.00)				
Urgent	NZD\$ 452.23	Urg	gent	AUD\$	533.00			Irgent		GBP£	306.00)				
Citizensh & Passpo			izenship Passport					itizens t Passp								
· ·	A		· ·	An intern	ational cour	rier				An interi	national co	ourier				
Internati courier	fee will be charged, See our website www.		ernational urier		e charged, vebsite www	v.		nternat ourier	.ionai	ICC WIII C	oe charged website w					
	citizenship.govt.nz for details.				ip.govt.nz fo			-			iip.govt.nz					
Towards (*	NZD\$ 75.00		nolotic.	AUD\$	65.00			ro ro ol - 1	io-	GBP£	35.00					
Translation (of docume	nts (per part translation,	(of	inslation documents	(per par	t translatio		L (d	ranslat of docum	ents	(per par	t transla					
not in Engl	sh) see website for more details)	not	in English)	see web details)	site for mo	ore	n	ot in Eng	glish)	see web	osite for r	nore				
Office use only																
Documents List Applicant Applicant's birth certificate		Original Photoc	ору		nts List Pare 's passport	ent				Original	Phot	осору				
Applicant 5 on the certificate				raicili	- passport											

Parent's state-issued photo ID

Parent's marriage/civil union certificate

Parent's change of name certificate

2 x passport photos

Applicant's change of name certificate

Adoption order

Fee Other:

42	Develope details for Citizenskin and account ambiention for
43	Payment details for Citizenship and passport application fees
	What do you need to pay?
	Fees vary depending on which country you are sending your application to. Make sure you have ticked the services you require on page 10.
	Tick the method of payment you want
	Credit card/Debit card please complete the card details below
	Cheque or money order made out to 'Department of Internal Affairs'
	in NZD, AUD or GBP depending on which country you are sending your application to
	Cash or EFTPOS (in person only)
	Could dataile
	Card details
	Visa MasterCard Amex
	Name as it appears on card
	Card number Expiry date Security code/CSC (UK only)
	(last 3 numbers on the reverse side of card)
	CARDHOLDER SIGN HERE I authorise the Department of Internal Affairs to charge the total amount across to my credit or debit card.
	total amount across to my create of acore card.

You can courier, post or deliver in person to the following addresses

New Zealand

Courier or post to:

The Citizenship (Descent) Office Service Delivery and Operations Department of Internal Affairs PO Box 10-680, Wellington 6143 New Zealand

Hand deliver in AUCKLAND to:

New Zealand Citizenship Office Level 6, AA Building 99 Albert Street Auckland

Hours: Monday to Friday 8:30am - 5:00pm, except Wednesday 9:00am - 5:00pm

Hand deliver in MANUKAU to:

New Zealand Citizenship Office Level 1 20–24 Lambie Drive Manukau City

Hours: Monday to Friday 8:30am - 5:00pm, except Wednesday 9:00am - 5:00pm

Hand deliver in WELLINGTON to:

New Zealand Citizenship Office National Library, Lower Ground 70 Molesworth Street (use Aitkin entrance) Wellington 6011

Hours: Monday to Friday 8:30am - 5:00pm, except Wednesday 9:00am - 5:00pm

Hand deliver in CHRISTCHURCH to:

New Zealand Citizenship Office 120 Hereford Street Christchurch

Hours: Monday to Friday 8:30am - 5:00pm, except Wednesday 9:00am - 5:00pm

Telephone

+64 (4) 463 9361 (outside New Zealand) 0800 22 51 51 (within New Zealand)

Fax +64 (4) 382 3561

Saturday 9am - 2pm

Telephone Contact Centre Opening hours

Monday to Thursday 8am - 7pm Friday 9am - 7pm

Email: citizenship@dia.govt.nz Website: www.citizenship.govt.nz

Australia

Courier or post to:

Department of Internal Affairs GPO Box 365 Sydney NSW 2001 Australia (Express Post, Standard Mail, Registered Mail)

Hand deliver in SYDNEY to:

New Zealand Citizenship Office Level 22 20 Bond Street Sydney NSW 2000 Australia (Lodging at Counter, Courier, Platinum Express Post) Hours: Monday to Friday 9:00am - 4:00pm, except Wednesday 9:30am - 4:00pm

Telephone

+61 2 9225 2300 (outside Australia) 1300 559 535 (within Australia)

+61 2 9223 0223

Email: citizenship@dia.govt.nz Website: www.citizenship.govt.nz

United Kingdom

Courier or post to:

Department of Internal Affairs New Zealand House 80 Haymarket London SW1Y 4TQ United Kingdom

Hand deliver in LONDON to:

New Zealand Citizenship Office Department of Internal Affairs New Zealand House 80 Haymarket London SW1Y 4TQ United Kingdom

Hours: Monday to Friday 10:00am - 3:00pm (Use the secure green drop box located on the ground floor)

Telephone

+44 20 7968 2730 (within the UK)

Fax +44 20 7968 2739

Email: london@dia.govt.nz Website: www.citizenship.govt.nz