

### 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?

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 is no need to complete a separate passport form.

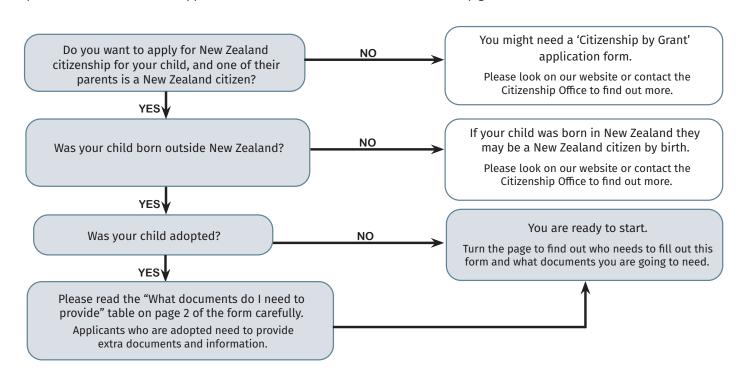
### How long will it take?

For current processing timeframes, visit govt.nz/registercitizenship.

#### Where should I start?

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

The questions in these boxes 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) 462 0651 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. If the birth mother or claim parent is unable to sign the application, please contact us.

## 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**. We will return all your original documents to you. Any documents not in English will be translated as part of your application. If you would like a copy of the translation, download a 'Request for Translation' from our website (www.govt.nz) and include this with your application.

Child			
<b>Birth certificate</b> (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 the child's birth certificate does not have all this information on it, please contact the Citizenship Office. Photocopies can not be accepted.		
You must provide 2 identical, passport size photos of the child. These must meet certain requirements. Please see the photo section for me 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). We cannot accept 'also known as' names.  Note: If this name change happened in New Zealand, you do not 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 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). This can be certified by a Justice of Peace, Notary, Sworn Police Officer, Court Registrar, NZ Embassy/NZ Consulate staff member or Department of Internal Affairs (DIA) staff authorised to do so.		
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/civil union certificate or adoption order).  Note: If this name change happened in New Zealand, you do not need to send the documents. The Citizenship Office can access the records 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 40 of this form and add the additional passport fee.		

3	Everyone who is applying for citizenship by descent must supply 2 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.		
	Do not 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.  • A true image and not altered in any way.		
•	Be a full front, close up view of the head and shoulders with the head covering 70% to 80% of the photograph.  • Clear, sharp and in focus with minimum reflective light on face. No redeye.		
•	Be taken with a neutral expression (not smiling or frowning) with their mouth closed.  • With a plain light coloured background (not white).		
	their mouth closed.  • Be of good quality colour and on high quality photographic paper, with no ink marks on the image (no inkjet printers).		
	Show child's eyes open and clearly visible, and no hair in their eyes. • Passport-sized (45mm x 35mm).		
•	<ul> <li>Without sunglasses. Tinted prescription glasses may be worn as long</li> <li>Glasses frames must not obscure the eyes.</li> <li>Do not trim the photos.</li> </ul>		
,	Do not time the photos.		
4	The questions numbered 4 to 13 are about the <b>child</b> .  Remember, you are filling this out for a child, so you need to use their name and details on this page.		
	Remember, you are fitting this out for a clinta, so you need to use them hame and detaits 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		
<u> </u>	Where were they have?		
6	Where were they born?  Copy the town, city or village and country of birth from their birth certificate.		
	City, town or village where they were born		
	Country where they were born		
7	What is their date of birth? (DD/MM/YYYY)		
0	What are deposited as 2		
8	What gender are they?  Male Female Other		
	Mate Femate Other		
9	What is their height and eye colour?		
	Remember, you are filling in this form for your child, make sure you give <u>their</u> 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		
	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$		

1 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) -			
No → go to 12				
12 What is your <b>child's</b> home address and your contact details?				
This address information must be for the child. It must be where they usuall If they live in more than one place, please put the details of the place they s				
Unit and/or house number Street name				
Suburb	_			
Place name (city, town, village) State or te	rritory Postcode			
Country				
Your contact number				
+				
Country code Area code Phone number				
Your email address				
13 What is your postal address?				
This is where we will return your documents. Please note that in most cases courier services cannot deliver to Post Office	boxes.			
Same as the child's residential address — go to 14				
I want the documents sent to this address ——				
Your name				
Unit and/or house number Street name				
Suburb				
Place name (city, town, village) State or te	rritory Postcode			
Country				

14	The questions numbered 14 to 22 are for the <b>New Zealand parent.</b>		
	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 birth certificate must be supplied) Given a grant of New Zealand citizenship		
16			
	Please tick one of the following		
	Birth parent Adoptive parent		
	Other parent (please specify)		
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 on of the following options		
	Mr Mrs Ms Miss 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.)		
Г	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 city, town or village and country of birth from your birth certificate.		
	City, town or village where you were born		
	Country where you were born		
20	What is your date of birth?		
20			

21	What gender are you?  Male Female Other			
22	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 <b>other parent</b> .  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.			
24	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 option that applies  Mr Mrs Ms Miss Other (please specify)  Surname or family name(s)  First and middle names			
25	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			
26	What is your date of birth?  DD/MM/YYYY			
27	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 parent (please specify)			

This is the end of the other parent's section. Please go to question 28, and read the Privacy Act section. Then complete question 30.

### 28 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, date 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 – <a href="https://www.dia.govt.nz">www.dia.govt.nz</a> or call +64 (4) 462 0651.

You have a right of access to and correction of personal information you have provided under the Information Privacy Principles of the Privacy Act 2020. 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.

#### Who needs to sign

Under the New Zealand Citizenship Act 1977, a citizen by descent holds that status from their date of birth or adoption. There is no legal requirement to register that status, but if the person chooses to do so parental consent to register is not required, as citizenship by descent is considered a birthright.

By signing the application form, you are not consenting to the registration of citizenship but are consenting to the collection and use of information about yourself to determine the claim to citizenship.

If the claim to citizenship is through the mother, the father is not required to sign the form as we do not need to collect any information about him to verify maternity.

If the claim is through the father, we need acceptable evidence of paternity and consent from both parents to collect and use information about them to verify the claim.

The Department retains the right to request further documents should they be required.

#### By signing below you declare the following:

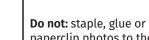
- The statements made in this application are to the best of my knowledge true, complete and correct.
- If false information has been provided I understand that any citizenship certificate/passport issued on the basis of that information may be cancelled and the matter referred to the New Zealand Police.
- 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 exceeding 10 years, a fine not exceeding NZ\$250,000 or both.

29	New Zealand parent			
	I have read and understood the information above relating to the collection and use of information for this application, and I authorise the use and disclosure of my information as outlined above.			
	Full name			
	Signature Date			
	SIGN HERE  D D / M M / Y Y Y Y			
30	Other parent			
	I have read and understood the information above relating to the collection and use of information for this application, and I authorise the use and disclosure of my information as outlined above.			
	Full name			
	Signature Date			
	SIGN HERE  D D / M M / Y Y Y Y			

	The next section is for your witness.  Get the person who is your child's witness to complete all the following questions. Make sure you give your witness the 2 identical photos of the child so they can complete the details on the back of one photo, see question 38.			
	This section numbered 32 to 39 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			
33	If you meet the above criteria → go to 33  Do you hold a New Zealand passport?			
	Yes → What is your passport number?			
34	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 32.  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.			
35 If you do not hold a New Zealand passport, complete the following fields for your place of work or organisation you are involved with.  Name of				
	organisation			
	Registered name			
	Organisation address			
	Contact number Organisation website /social media link			
	If you are unable to supply a website or social media organisation page with a staff list please supply a letter from your employer or leadership team on letterhead confirming your employment and how long you have worked there.			

36	What is your full name and date of birth?
<u> </u>	Title, please select one of the following options
	Mr Mrs Ms Miss Other (please specify) →
	Surname or family name(s)
	First and middle names
	What is your date of birth?
37	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
	Contact number
	Country sada Area sada Dhana numbar
	Country code Area code Phone number  Email address
38	Do you have the child's 2 photos?
	The witness needs to write 3 things on the back of one of the photos:
	- · · · · · · · · · · · · · · · · · · ·

- · the full name of the child
- sign the back of photo
- · today's date



paperclip photos to the application as this may cause damage.

Ensure your photo has been correctly witnessed to avoid delays in processing.

#### Witness to:

- write full name of the child
- sign back of photo
- write today's date

#### I declare that

Please check carefully. Have you written the 3 things on the back of one of the photos correctly?

- ► I am 16 years of age or over.
- ▶ I have known the applicant for more than 1 year or since birth if under 12 months.
- ► The information I have given is complete and correct to the best of my knowledge.
- ► The person in this photo is the person named in section 5.
- ▶ I have written the full name of the applicant, signed my name and 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.

# 39 Witness declaration and Privacy Act information 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, authorisation and use of information in support of this application. As a witness for this application you are required to provide personal information. The decision to supply the information is voluntary. If you do not want to supply this information or authorise access to your personal information you cannot act as a witness. We need to collect your information to help with processing this citizenship and passport 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. You have a right of access to and correction of personal information you have provided under the Information Privacy Principles of the Privacy Act 2020. Please contact the Citizenship Office for more details. By signing below you declare the following: I have known Child's full name (as shown in question 5) For (if the child is aged less than 12 months, please just write the number of months you have known the child) Years (YY) Months (MM) Signature of witness Date This is the end of the witness section. This is where you apply for a **PASSPORT** for your child. If you do not want a passport for your child, please leave this question blank. I want to apply for a passport for my child Note: If your your child wears a headcovering please contact us. Only one parent needs to give permission in this question. Please tick one of the boxes below. I give my consent for a passport to be issued to the child named in question 5 of this application. I am the: New Zealand parent Other parent Signature Date

Office	use	on	ly
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Documents List Applicant	Original	Photocopy
Applicant's birth certificate		
2 x passport photos		
State Issued ID		
Applicant's change of name certificate		
Fee		
Other:		

Documents List Parent	Original	Photocopy
Parent's passport		
Parent's state-issued photo ID		
Parent's marriage/civil union certificate		
Parent's change of name certificate		
Other:		

## 41 Citizenship and passport application fees

### What do you need to pay?

Fees vary depending on which country you are sending your application to.

Choose the country you are sending to and tick which service(s) you need in the boxes below.

If you reside outside of New Zealand, and are sending your application to New Zealand for processing, we will exclude the GST amount from the above New Zealand application fees.

Note: You cannot make an urgent application if your case involves an overseas adoption.

Fees if lodged in <b>New Zealand</b>		
Citizenship	NZD \$204.40	
Citizenship & passport	NZD \$324.40	
Urgent citizenship & passport	NZD \$530.40	
International courier	Tick box for an international courier fee to be charged, see below for fees.	

Fees if lodged in <b>Australia</b>			
Citizenship	AUD \$164.00		
Citizenship & passport	AUD \$306.00		
Urgent citizenship & passport	AUD \$548.00		
International courier	Tick box for an international courier fee to be charged, see below for fees.		

Fees if lodged in the <b>UK</b>				
Citizenship	GBP £92.00			
Citizenship & passport	GBP £172.00			
Urgent citizenship & Passport	GBP £309.00			
Courier fee	You must pay for a return courier, see below for fees.			

#### International courier fees

DELIVERY ZONE	Lodged in New Zealand	Lodged in Australia	Lodged in the United Kingdom	
New Zealand	Included in application fee	Lodge your application in New Zealand	Lodge your application in New Zealand	
Australia	NZD \$15.00	Included in application fee	Lodge your application in Australia	
United Kingdom	NZD \$25.00	Lodge your application in the United Kingdom	GBP £9.00	
Asia Pacific countries	NZD \$15.00	AUD \$24.00	Lodge your application in New Zealand or Australia	
United States	NZD \$20.00	AUD \$28.00	GBP £27.50	
European countries (excluding the UK and countires listed below)	NZD \$25.00	Lodge your application in the United Kingdom	GBP £18.50	
Bulgaria, Bosnia and Herzegovina, Cyprus, Croatia, Greece, Macedonia and Malta	NZD \$30.00	Lodge your application in the United Kingdom	GBP £18.50	
'Rest of World' Includes: Azerbaijan, Armenia, Georgia, Moldova and Ukraine	NZD \$30.00	Lodge your application in New Zealand or the United Kingdom	GBP £34.50	

42	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 in question.				
Tick the method of payment you want  Credit card/Debit card   please complete the card details below					
	Card details				
	Visa MasterCard Amex				
	Name as it appears on card				
	Card number  Expiry date  Security code/CSC (UK only)  (MM) (YY) (last 3 numbers on the reverse side of card)				
	Cardholder signature (MIM) (11) (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.				

# 43 Lodging your application and documents

### By post

If you want to post us your application, we advise you to use a 'track and trace' courier bag from New Zealand Post (within New Zealand) or registered mail (from overseas) to keep track of your original documents. We will send your documents back to you by courier.

New Zealand	Australia	United Kingdom
Courier or post to:	Courier or post to:	Courier or post to:
The Citizenship (Descent) Office Service Delivery and Operations Department of Internal Affairs PO Box 10-680 Wellington 6140 New Zealand	Department of Internal Affairs GPO Box 365 Sydney NSW 2001 Australia (Express Post, Standard Mail, Registered Mail)	Department of Internal Affairs 1 Pall Mall East London SW1Y 5AU United Kingdom

#### Hand deliver to one of our offices

For office locations, please visit www.govt.nz/citizenship or call us on 0800 22 51 51 or if outside New Zealand +64 (4) 462 0651.