

## Information for Refugee Family Quota Category sponsors

### What is the Refugee Family Quota Category?

The Refugee Family Quota Category allows refugees who are resident in New Zealand to sponsor family members for residence in New Zealand. There is a quota of 300 places each year. These 300 places are allocated by random ballot.

### How does the Refugee Family Quota Category work?

The New Zealand sponsor must lodge a **Registration Form for Refugee Family Quota Sponsor** (NZIS 1094) during the registration period and pay a fee. (See **Who may be a sponsor under the Refugee Family Quota Category?** below). The registration period runs from 1 October and 31 October every year. The fee is \$70 for sponsors lodging first time registrations and \$50 for sponsors who have entered a registration in a previous registration period. The registration form contains the names of the family members the sponsor wants to come to New Zealand. (See **Who may be sponsored under the Refugee Family Quota Category?** below).

All eligible registrations are separated into two groups: priority registrations and non-priority registrations. **Priority registrations** are those lodged by sponsors who have no other *immediate family* living lawfully and permanently in New Zealand; **and** no other family member who is eligible for residence under other New Zealand Government residence policy categories (with the exception of the Family Quota category). (**Immediate family** means partner, parents, or independent children).

The selection process works like this:

- If the number of people contained in priority registrations is 300, all registrations will be selected and no draw will be made;
- If the number of people contained in priority registrations is more than 300, a draw of only the priority registrations will be made;
- If the number of people contained in priority registrations is less than 300, all the priority registrations will be selected, then a second draw of the non-priority registrations will be made to fill the remaining places.

The nominees named in the registrations that are drawn from the ballot may then apply for residence.

### Who may be a sponsor under the Refugee Family Quota Category?

You may lodge a registration under the Refugee Family Quota if:

- you are aged 17 years of age or over; and
- you were granted residence in New Zealand on the basis of your status as a refugee; and
- you are in New Zealand; and
- you are a New Zealand citizen or the holder of a current residence permit; and
- you have been a New Zealand citizen and/or the holder of a residence permit or a returning resident's visa for at least three years before the date you lodge your **Registration Form for Refugee Family Quota Sponsor** (NZIS 1094); and
- you have spent at least 184 days in New Zealand in each of those three years; and
- you have never sponsored any other family members under the Refugee Family Quota Category who have been granted New Zealand residence as a result.

**Note:** *If you are sponsoring your parent, grandparent, sibling, niece, nephew, aunt, or uncle and are aged between 17 and 24, you must satisfy a visa or immigration officer that you will be able to meet the undertakings given in this form.*

### Who may be sponsored under the Refugee Family Quota Category?

You may **only** sponsor **one** of the following family members **and** that person's partner and dependent children:

- your parent; **or**
- your grandparent; **or**
- your child; **or**
- your grandchild; **or**
- your sibling; **or**
- your aunt; **or**
- your uncle; **or**
- your niece; **or**
- your nephew.

They will only be eligible to apply for residence under the Refugee Family Quota Category if:

- your registration is drawn from the ballot; and
- they are not eligible for residence under any other immigration policy apart from the Family Quota; and
- they meet health and character requirements; and
- they lodge their residence application within 6 months of the NZIS advising you that your registration has been selected.

If your registration is drawn from the ballot, only the people who were listed on the registration will be able to be included on their residence application. **If you do not include your family member's partner and/or dependent children on your registration**, these people will not be eligible for residence under the Partnership or Dependent Child Policies of Family category.

## How do I register to sponsor someone under the Refugee Family Quota Category?

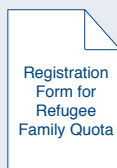
If you think you and your family members meet the criteria listed on the front of this form fill it in and send it, **with the registration fee**, to: "NZIS, Refugee Family Quota Category, PO Box 5347, Wellesley Street, Auckland". You need to make sure that the form and your fee get to the NZIS during the registration period. **The registration period is from 1 October to 31 October every year.**

The NZIS will enter all the registrations from people who meet these requirements into either the priority ballot or the non-priority ballot (see **How does the Refugee Family Quota Category work?** on the front page). The NZIS will normally run the ballot electronically in late November when all registrations have been processed.

In December the NZIS will send you a letter telling you whether or not your registration was drawn out of the ballot. If your registration is drawn from the ballot, you must advise the people listed on your registration form to lodge a residence application within six months from the date of the letter. If your registration is not drawn from the ballot, you can register again next year in the next registration period at a reduced fee.

This process is described below:

1.



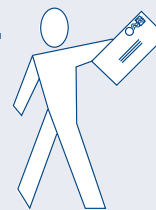
Fill in a **Registration Form for Family Quota Sponsor**

2.



Enclose your **registration fee.**

3.



**Send to NZIS**  
Refugee Family Quota  
PO Box 5347  
Wellesley Street  
Auckland  
New Zealand

4.

October 2005						
M	T	W	T	F	S	S
31				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Make sure your registration will get to the NZIS in the registration period - **1 October - 31 October**

5.



The NZIS will run an **electronic ballot**

6.



The NZIS will **send you a letter** telling you whether or not your registration has been drawn from the ballot

7.



If your registration is drawn, you will need to tell the people listed on your registration to make an **application for residence**

**Next year?**

October 2006						
M	T	W	T	F	S	S
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

If your registration is **not** drawn, you can register again next year.

### Your registration may be refused

- If any of the people you have included in your registration are included in another registration in the same registration period, the second registration will **not** be accepted.
- If any of the people you have included on your registration form have a residence application under any other category under consideration by the NZIS when you lodge your registration form, your registration will **not** be accepted.
- If any of the people you have included on your registration form are unlawfully in New Zealand or subject to section 129U of the Immigration Act 1987 (relating to Refugee Status Claimants), your registration will **not** be accepted.

Your registration fee will be returned to you if your registration is not accepted.

**Note: By completing this form you are giving a legal declaration that you will provide accommodation to the people you have agreed to sponsor if they need it. Should the people listed on your registration be granted residence under the Refugee Family Quota, they are responsible for their own travel arrangements and all living costs in New Zealand.**

Detach and retain this information sheet, if desired.

# Registration Form for Refugee Family Quota Sponsor

For NZIS Use Only

Registration number:			
Date of Selection:			

## Sponsor self-assessment

To test if you are eligible to sponsor someone under the Refugee Family Quota Category, please answer yes or no to the statements below.

- I am 17 years of age or over and either the child, grandchild, grandparent, parent, sibling, aunt, uncle, niece or nephew of the person I wish to sponsor. Yes  No
- I am currently in New Zealand. Yes  No
- I was granted residence in New Zealand on the basis of my status as a refugee. Yes  No
- I am a New Zealand citizen or the holder of a current residence permit. Yes  No
- I have been a New Zealand citizen, or New Zealand residence permit holder, for the three years immediately prior to this registration form being lodged. Yes  No
- I have spent 184 days or more in New Zealand in each of those three years. Yes  No
- This is the only registration form that I am lodging in this registration period. Yes  No
- I am the only person sponsoring these potential applicants in this registration period. Yes  No

If you answered **No** to any of the above statements, or have ever sponsored another person who has gained residence under the Refugee Family Quota Category, you do not meet the requirements to be a sponsor under the Refugee Family Quota Category.

If you answered **Yes** to all of the above statements, and have never sponsored another person who has gained residence under the Refugee Family Quota Category, please now complete **Sections A, B, C and E** of this registration form.

## A. Sponsor's Details

**A1** Your name? Client number:

Family Name: <input type="text"/>	Given Names: <input type="text"/>
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**A2** Your gender?  Male  Female **A3** Your date of birth? / /   
day month year

**A4** Your country of birth?  **A5** Your country/ countries of citizenship?

**A6** Your address (or agent's details) for correspondence about this registration application?

Address for correspondence:	Telephone (day):
	Telephone (night):
	Email (if any):
	Fax (if any):

**A7** Your current home address and telephone number (if different from address at **A6**)?

Home address:	Telephone (day):
	Telephone (night):
	Email (if any):
	Fax (if any):

**A8** Are you a New Zealand citizen? Yes  No

**A9** Are you a New Zealand residence permit holder? Yes  No

If yes, what date were you first granted residence in New Zealand? / /   
day month year

**A10** Were you granted residence in New Zealand on the basis of your status as a refugee? Yes  No

**A11** Have you spent at least 184 days in New Zealand in each of the 12-month portions of the three years immediately preceding the date of this sponsorship registration? Yes  No

**A12** Have you ever sponsored another successful principal applicant who has been granted residence under the Refugee Family Quota Category? Yes  No

**A13** Please state the names, dates of birth, and relationship to you of all other immediate family members who **currently reside** in New Zealand and are **permanent residents or citizens**. You must list any partner, children, or parents. You should also list any brothers and sisters.

*(If none, please state "none". Continue on a separate sheet of paper if necessary)*

Family Name:	Given Names:	Date of Birth:	Relationship to you:

## B. Details of Person Being Sponsored

**B1** Name of the person you wish to sponsor under the Refugee Family Quota Category?

Family Name (as shown in passport):		Given Names:	
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**B2** Their gender?  Male  Female

**B3** Their country of residence?

**B4** Their date of birth?

day	month	year

**B5** Their partnership status? (Please mark one)  Married  Never Married  Partner  Widowed  Divorced  Separated

**B6** This person is your: (Please mark one)  Child  Grandchild  Grandparent  Parent  Aunt  Sibling  Niece  Nephew  Uncle

**B7** Their address and contact details?

Address:	Telephone (day):
	Telephone (night):
	Email (if any):
	Fax (if any):

**B8** All other immediate family members (that is, partner and any dependent children) of the person you wish to sponsor?

*(If none, please state "none". Continue on a separate sheet of paper if necessary)*

Family Name:	Given Names:	Gender:	Date of Birth:	Relationship to person named at <b>B1</b>	Partnership Status:	Country of citizenship:	Country of residence:

**Please note:** You must list the partner and all children of the person you want to sponsor, even if they do not all wish to come to New Zealand. If your registration is drawn, only the people listed will be able to be included on the subsequent residence application under the Refugee Family Quota Category. If you do not include your family member's partner, and/or dependent children they will not be eligible for residence under the Partnership or Dependent Child immigration policies later.

# C. Sponsor's Declaration

**This declaration must be witnessed by a person authorised to take statutory declarations, such as a Justice of the Peace, a lawyer, or a Notary Public. Make sure that you understand the declaration before you sign this section.**

- I understand that if I make any false statements, or provide any false or misleading information I may be committing an offence and be liable to prosecution.
- I understand the notes and questions given in this form and the information given about myself and the person(s) I wish to sponsor is true and complete.
- I authorise the NZIS to make any enquiries it deems necessary regarding the information provided on this form and to share information about me with other government agencies to the extent necessary to make decisions about my eligibility to be a sponsor. I also consent to any organisation providing relevant information to the NZIS about me.
- I understand that completing this sponsorship form does not mean it will be selected, or that the people I have agreed to sponsor will be granted residence.

## SPONSOR'S UNDERTAKINGS

1. I will ensure that adequate accommodation in New Zealand is and continues to be available for the person(s) I have agreed to sponsor in Section B of this form, and
2. I will provide accommodation in New Zealand for the first 24 months of the sponsored person(s)' residence in New Zealand if necessary.

I \_\_\_\_\_, \_\_\_\_\_  
(full name of sponsor) (occupation)

of \_\_\_\_\_  
(address)

solemnly and sincerely declare that the information supplied on this form and in the attachments is true and correct, and that I will honour the sponsorship undertakings given in respect of the person(s) I have agreed to sponsor in Section B of this form. I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

### Signature of sponsor

Declared at \_\_\_\_\_ this \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_  
(place) (day) (month) (year)

before me \_\_\_\_\_, \_\_\_\_\_  
(name of person authorised to take statutory declarations) (official designation)

### Contact details of person authorised to take statutory declarations?

Address:	Telephone (home):
	Telephone (work):
	Email (if any):
	Fax (if any):

### Signature of person authorised to take statutory declarations

## D. Declaration for Person Assisting the Sponsor to Complete this Form

To be completed and signed by any person who has assisted the sponsor to complete this form by explaining, translating or filling in the form for the applicant.

Full name of person assisting:

Address of person assisting:

I understand that after the sponsor has signed this form it is an offence to alter or enter further information on it, alter any material attached to it, or attach any further material to it, unless the person making the alteration or addition states on the form what information or material has been altered or attached, why, and by whom. I understand that the maximum penalty for this offence is a fine of up to NZ\$100,000 and/or a term of imprisonment of up to 7 years.

I certify that I have assisted in the completion of this form and any additional forms at the request of the sponsor **and** that the sponsor understood the content of the form(s) and agreed that the information provided is correct before signing the declaration.

I have assisted the sponsor as a:

lawyer  agent, consultant or representative  translator  friend or family member  other advisor

Please specify:

Signature of person assisting:

day month year

## E. Fee Payment Details

I am paying (amount)

**Preferred methods of payment**

Bank Cheque/Bank Draft  Credit card  Credit card (specify type) Mastercard  Visa

Name of Cardholder

Card number

Expiry Date

Signature

day month year

**The following methods of payment can be used but are not recommended for the noted reasons**

Personal Cheque Your registration will be held for 10 working days to ensure the cheque has cleared before it will be processed

Cash **Cash should not be sent through the mail for security reasons**

Note: Please see our leaflet **New Zealand Immigration Guide to Fees** (NZIS 1028). All current fees and specific payment instructions for offshore branches can be found on the NZIS website at [www.immigration.govt.nz](http://www.immigration.govt.nz)

## F. Privacy Act

The information about you and your family requested on this form is being collected so the New Zealand Immigration Service (NZIS) can determine whether you are eligible to be a sponsor under the Refugee Family Quota.

The main recipient of this information is the NZIS of the Department of Labour, but it may also be shared with other Government agencies which are entitled to this information under applicable legislation.

The address of the NZIS is PO Box 3705, Wellington, New Zealand. **This is not where your registration form should be sent.**

The collection of the information is authorised by the Immigration Act 1987 and the Immigration Regulations made under that Act.

You have the right to see information about you held by the NZIS and to ask for any of it to be corrected.

# Checklist – Please complete

Please ensure your *Registration Form for Refugee Family Quota Sponsor* includes all the following.

If you fail to meet any of the following requirements your registration form may be returned to you.

All documents provided to NZIS must be either certified true copies or originals. For speed of registration processing and document security, we recommend that you provide certified true copies instead of original documents. Please note that certified true copies WILL NOT be returned.

1. <b>Registration form signed</b> by you and <b>witnessed by</b> a person authorised to take statutory declarations	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. The <b>registration fee</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. Evidence of your <b>immigration status in New Zealand</b> . Evidence that you are a New Zealand <b>citizen</b> can be: <ul style="list-style-type: none"><li>• A valid New Zealand passport, or</li><li>• A certificate of New Zealand Citizenship, or</li><li>• A recent official statement of citizenship from the Department of Internal Affairs.</li></ul> Evidence that you are a New Zealand <b>resident</b> can be: <ul style="list-style-type: none"><li>• A current New Zealand residence permit or returning resident's visa in your passport or travel document.</li></ul>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4. If you have submitted original documents and want them returned to you by secure means, please supply a pre-paid self-addressed courier envelope. Otherwise we will return any original documents by ordinary mail. Have you enclosed a <b>self-addressed courier</b> envelope?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

## What do I do now?

Post your completed sponsorship registration form with the accompanying fee **by secure mail** to:

**New Zealand Immigration Service, Refugee Family Quota Category, PO Box 5347, Wellesley Street, Auckland 1036.**

**Note:** If any of the address details you have given in this form change, it is important that you advise the NZIS immediately. Otherwise, we may not be able to notify you that your registration has been selected and the people you have sponsored may not be able to apply for residence within the specified time limit.



New Zealand  
*the right choice*