



Dusit Thani Hotel
Makati City
Contact Number # 09770338117
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NEW ZEALAND EMBASSY

VISA REQUIREMENTS:	✓
● Visa application form dully filled-up dated and sign	
● Cover letter (Introduction Letter)	
● Two (2) recent passport size pictures in white background	
● Original valid passport at least 6 months valid from date of departure	
● Original old passport with old visa to show history of travel	
● Original Certificate of Employment	
● Xerox copy of Business registration – COR, DTI, Mayor's Permit, SEC, GIS (if self-employed)	
● Hospital Certificate (For Doctor)	
● Photocopy of PRC ID if professional, Company ID for employee, and bring original ID upon appearance	
● Xerox copy of Latest Income Tax Return 2316 / 1701-02 with Financial Statement	
● Original Bank certificate	
● Original Bank Statements latest 6 months	
● Round trip Flight Booking certificate	
● Hotel booking confirmation	
● Detailed Day to Day itinerary for Tourist	
● If attending Meeting, Conference, Convention need Registration of the event with daily schedule	
● If invited, need Invitation Letter, Passport, Residence Id, BC, MC, Title Deeds or Tenancy Agreement of House, Picture Together	
● If Sponsored by Person: Affidavit of Support or Guarantee Letter, Employment Docs, Business Docs, Bank Certificate and Bank Statement 6 Months	
● If sponsored, need Sponsorship Letter from sponsoring company, Business Docs, ITR and Bank Certificate and Bank Statement 6 Months	
● PSA Birth certificate	
● PSA Marriage certificate	
● Title Deeds / ORCR (Home Ties)	
● Credit Card Statement 6 Months (Optional)	
● FOR CHILD:	
● Submit documents of parents same as above together with Affidavit of Support	
● If studying, submit Enrolment certificate from the school	
● Xerox copy of School ID	
● PSA Birth certificate of child	
● If travelling alone / Travelling with guardian or another person, submit DSWD Permit	

NOTE: Embassy will require additional documents if deemed necessary.

PROCESSING TIME: More or less 1- 2 months Processing

NOTE: Submission of complete requirements 3 months before intended departure.

Date: _____

**Name
and
Signature:** _____