

SINGLE ENTRY VISA

A Single Entry Visa is for foreigners other than certain exempted foreign nationals (see “Free Visa for Short Visit” terms and regulation) who intend to visit Indonesia for **non-work purposes** that cover all aspects relevant to:

Holiday, visiting family, social, art and cultural; official governmental visit; non-commercial sport activity, benchmarking, short courses, short training, giving consultation and training in implementing technological innovation on industry to improve Indonesian industrial product design quality and foreign marketing, working only in a very urgent matters and circumstances, business meeting, buying goods or products, giving lecture or attending seminars, participating in international exhibition, attending meeting held by head office or branch office in Indonesia, audit, quality control, inspection to a branch office in Indonesia, foreign workers on probation, transit, journalistic (**with approval by Minister of Foreign Affairs, please refer to “Journalist Visit to Indonesia”**), movie making (**with approval by Minister of Foreign Affairs**), and crew joining a vessel in Indonesia.

REQUIREMENTS:

1. Completed **Application Form** and 1 **Passport-sized recent photograph** attached
2. **Valid Passport** of at least 6(six) Months from point of arrival (date of entry) into Indonesia
3. A copy of your **ticket or itinerary** from a travel agent, showing details of your journey **INTO** and **OUT OF** Indonesia or a ticket to continue travel to another country
4. **Proof of ability to cover living expenses** while in Indonesia, in form of credit/bank statements, or copy of valid credit card. **Applicants who are not able to show proof of available funds** may provide a letter from other party stating that he/she will be responsible to cover the applicant's expenses during their stay in Indonesia, with their proof of available funds. The letter must be **signed by both parties**
5. **Supporting/invitation letter** for social/family or business visit from their family/friend in the case of a social/family visit, or their counterparts in Indonesia in the case of a business visit.
6. **The fee of NZ\$ 80.00** in form of **Money Order, Bank/Company Cheque** payable to Indonesian Embassy. Please note that Personal Cheque cannot be accepted
7. **Self-addressed signature required courier pack** for your passport/documents to be returned. If you wish to pick up your passport yourself please state this clearly when applying for the visa
8. **Applicants who have ever committed crime and/or offense** must provide the Criminal Convictions Report issued by the Ministry of Justice.
9. Applicants under 18 years of age have to provide written consent from both of his/her parents/guardians.

TERMS AND CONDITIONS:

1. A Single Entry Visa is issued for a **single visit only**
2. The **maximum period of stay for a Single Entry Visa is 60(sixty) days** for the initial period, and can be extended for up to 4(four) times. Extension of the visa can be done only if the applicant has a sponsor. Extension can be done at the nearest Immigration offices during your stay in Indonesia, 7(seven) days prior to its expiry date
3. The **visa must be used** within 90 (ninety) days from the date of issue. This means you must enter Indonesia within 90 days from the date the visa is issued
4. Payment of the visa administration fee does not guarantee that the application will be successful
5. At least **3 (three) working days** are required to process the visa
6. The Embassy will only process visa applications for which all the requirements have been fulfilled
7. Applications submitted in hard copies to Indonesian Embassy
8. Applicants wishing to send their passport/documents, by mail should send them in a **self-addressed signature required pack** addressed to:

INDONESIAN EMBASSY

Attn: Consular Division / Visa Section

70 Glen Road

Kelburn, Wellington

Ph. (04) 4758699 ext. 717 or 718

9. Visas issued by the Indonesian Embassy are not applicable for visiting **Papua** and **Poso**. Applicants who wish to visit these regions must obtain special authorization from Indonesian authorities. To expedite the process of the authorization, it is advisable that the sponsor/individual/organization in Indonesia submit the request for the applicant's authorization to the Director General of Immigration in Jakarta, Indonesia. Visitors who enter these regions without special permission will be liable to prosecution under Indonesian Law.
10. Entry to Indonesia for foreigners granted visas by the Indonesian Embassy remains subject to the approval of the Immigration officer at all Indonesian Immigration checkpoints (airports, seaports and land-borders).
11. **Non-passport** documents such as Emergency Travel Documents, Certificate of Identity, and Certificate of Registration, etc. will not be accepted. Applicants must have a valid passport to apply the visa.

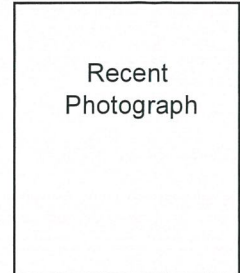


(FOR OFFICAL USE ONLY)

Nomor : _____

Tanggal : _____

VISA APPLICATION FORM



Date : - - (DD-MM-YYYY)

1 GENERAL

Length of stay in Indonesia : Day(s) Month(s) Year(s)

Type of Visa : Single Visit Limited Stay
 Multiple Visit

Port of entry into Indonesia: _____

Date of entry : - - (DD-MM-YYYY)

Address in Indonesia : _____
City : _____
Province : _____
Phone Number : _____ Mobile Ph. _____
Email : _____

*** For VISIT Purposes**

Purpose of Visit : Tourism Convention Family Visit/Social Sports
 Study Arts Commercial Other (.....)

Places of visit : _____
Flight Number/Vessel name : _____

*** For LIMITED STAY Purposes**

Purpose of Limited Stay : Work Joining Family Repatriation
 Research Retirement Religious

2 PERSONAL DATA

First Name : _____
Middle Name : _____
Family Name/Surname : _____

Sex : Male Female
Marital Status : Married Single Other (.....)

Place of Birth : _____
Date of Birth : - - (DD-MM-YYYY)

Nationality : _____
Address in New Zealand : _____
City : _____
Province/State : _____
Phone Number : _____ Mobile Ph. _____
Email : _____

Occupation/Position : Professional Government Sales
 Student Housewife Other (.....)

Name of Institution : _____
Address : _____
City : _____
Province/State : _____
Phone Number : _____ Mobile Ph. _____
Email : _____

3 PASSPORT INFORMATION :

Passport/Travel Document No : _____

Place of Issue : _____

Date of Issue : - - (DD-MM-YYYY)

Date of Expiry* : - - (DD-MM-YYYY)

Type of Passport : Personal Family

4 SPONSORSHIP IN INDONESIA

Type of Sponsor : Individual Government International Institution
 Company NGO Other (.....)

Company Name : _____

Address : _____

City : _____

Province : _____

Phone Number : _____ Mobile Ph. _____

Email : _____

5 MISCELLANEOUS

Have you ever been to Indonesia? Yes No

Are you in possession of any other country's travel documents (passport)? Yes No

Have you previously been granted a visa to enter Indonesia? Yes No

Has your visa application ever been denied? Yes No

Have you ever been expelled from Indonesia? Yes No

Have you ever committed a crime or any offence? Yes No

Return or Through Ticket/Airline Company:

Place of Issue : _____

Date of Issue : - - (DD-MM-YYYY)

Date of Expiry : - - (DD-MM-YYYY)

I hereby declare that the statements given above are true and I understand that even if granted a visa, admission at the airport/seaport remains at the discretion of the Immigration authorities in Indonesia.

Applicants Signature

_____ - - (DD-MM-YYYY)