



Agreement on the Conservation
of Albatrosses and Petrels

To: ACAP National Contact Points and MoP8 Meeting Participants

MoP8 Meeting Circular 3 - Visa Guidance for Delegates

Please find attached some information prepared by ACAP's New Zealand National Contact Point on visa requirements for delegates attending MoP8 in Dunedin.

Dr Christine Bogle
Executive Secretary
ACAP Secretariat

12 March 2025

ATTACHMENT 1

NEW ZEALAND CUSTOMS AND IMMIGRATION INFORMATION

Visa requirements for entry into New Zealand

Information on visa requirements to enter New Zealand, including full instructions on what delegates need to do before, during, and after applying for a visa, can be found on the [Immigration New Zealand](#) website.

Most delegates will require either a New Zealand Electronic Travel Authority (NZeTA) or a Business Visitor Visa to enter New Zealand.

Australian citizens do not usually require a visa or an NZeTA to enter New Zealand.

New Zealand Electronic Travel Authority (NZeTA)

Most delegates will be able to enter New Zealand on a New Zealand Electronic Travel Authority (NZeTA). The full list of visa waiver countries and territories is available here:

[Visa waiver countries and territories | Immigration New Zealand](#)

Passport holders of visa waiver countries and territories do not have to apply for a visa before they travel to New Zealand, but they must hold a NZeTA. Eligible delegates will be able to participate in ACAP MOP8 on an NZeTA provided their visit to New Zealand is under three months in duration (or under six months, if they are British citizens).

All delegates travelling on a passport from a “visa waiver” country must request an NZeTA before they travel. Delegates can request an NZeTA online: [New Zealand Electronic Travel Authority \(NZeTA\) | Immigration New Zealand](#)

Applying for a Business Visitor Visa

The following ACAP Parties are not visa waiver countries or territories and are likely to require a Business Visitor Visa: Ecuador, Peru, South Africa. Delegates can check whether they require a visa, and explore their visa options, here: [Explore and select a visa | Immigration New Zealand](#)

Delegates must provide all the necessary information with their visa application to meet New Zealand immigration rules. Information on applying for a Business Visitor Visa can be found online: [Visiting New Zealand on business | Immigration New Zealand](#)

The processing time for Business Visitor Visas is approximately four weeks. Applications for a Business Visitor Visa usually cost NZ\$341 (exclusive of other levies).

Letter of invitation

The New Zealand Government will issue a letter of invitation (by email) to registered delegates requiring a visa to enter New Zealand to accompany their visa application. Once delegates requiring visas have registered for ACAP MOP8, they should provide their full name (as it appears in their passport) and confirmation of their registration via email to Julia Robinson, New Zealand’s ACAP National Contact Point (email: jurobinson@doc.govt.nz), to arrange the letter of invitation.

Due to visa processing times, participants requiring a visa are strongly encouraged to register for ACAP MOP8 as soon as possible so that New Zealand can generate letters of invitation in a timely manner.

International Visitor Conservation and Tourism Levy

Some travellers will need to pay an additional NZ\$100 International Visitor Conservation and Tourism Levy (IVL), which is levied through the process of applying for a visa or requesting a NZeTA.

Official or diplomatic passport holders

Delegates travelling on official or diplomatic passports will need to contact their accredited New Zealand diplomatic mission for guidance on the visa application process. Delegates travelling on official or diplomatic passports are normally exempt from paying immigration fees and levies, including the IVL.

New Zealand Traveller Declaration (NZTD)

In addition to completing visa requirements, all delegates must complete a New Zealand traveller declaration (NZTD) before travelling to New Zealand. The NZTD requests information about customs, immigration, and biosecurity. A paper declaration form is available on arrival for travellers who cannot complete it online.

More information is available on the NZTD website: [New Zealand Traveller Declaration website](#)

Arriving in New Zealand

The New Zealand Customs Services and the Ministry of Primary Industries (MPI) check that travellers meet their entry requirements on arrival in New Zealand. Travellers must declare or dispose of all risk items such as food, plants, wooden products, soil, water, outdoor equipment, and animal products. Travellers must declare risk goods by completing a NZTD. More information can be found at: [Travel to and from New Zealand - New Zealand Customs Service](#) and [Bringing and posting items to NZ | NZ Government](#)

Support for ACAP MOP8 delegates

The Department of Conservation will provide a list of ACAP MOP8 delegates to Immigration New Zealand to support the immigration process for participants.

Please provide the following information via email to jurobinson@doc.govt.nz:

- Full name and date of birth as shown on passport
- Passport number, expiry date, and issuing country
- Intended arrival and departure dates

Delegates should contact New Zealand's ACAP National Contact Point (jurobinson@doc.govt.nz) with any further questions on New Zealand visa requirements.