

Paying INZ Visa Fee, VAC Fee and Return Courier Fees

To pay your Visa Application Center (VAC) fee and return courier charge by credit card, you must complete and sign this form. Please refer to www.ttsnzvisa.com for details of courier fees.

Please note that TTS (TT Visa Services, Inc.) is a commercial company in partnership with Immigration New Zealand (INZ). Please note that all fees including the visa application fee, the service fee and the courier fees are non-refundable. Please note that by signing this document you expressly agree to the Terms and Conditions listed on p.2 of this form and as described on our website, including Limitations of Liability.

Title	Ms.
Family Name	Last name
Given Names	First & Middle Name(s)
Date of Birth	DD/MM/YYYY
Physical address for return of passports and other original documents submitted with your visa application form	Your permanent address
Contact Telephone number:	XXX-XXX-XXXX
Email address:	your email

Payment Details- see Important Note below

	<input type="checkbox"/> INZ visa fee	_____ (write in amount)	
OR	<input type="checkbox"/> VAC Service fee	\$36	✓
	<input type="checkbox"/> VAC Passport handling fee (for ONLINE applications only)	\$28	
	<input type="checkbox"/> Return Courier fee(s) (FedEx) – (\$30 continental U.S., \$55 Canada, \$60 Hawaii and all other countries)	\$ 30.00 (write in amount)	✓
	Total charges	\$ 66.00 (write in amount)	✓

Important Note: you only need to pay the VAC fee that applies to you - you **do not** need to pay both. Please tick which VAC fee you are authorising to be paid.

Card details

Please note: the charges will show on your credit card statement as processed by TTS or TT Visa Services.

Name of cardholder	
Card number	
Expiry date	Complete with your information
CVC/CVV number*	
Signature of cardholder	
Credit card billing address	
Date	

**Note: Your CVC/CVV number is the three-digit number found on the signature strip on the back of your credit card.*

TERMS AND CONDITIONS

1. All applications will be assessed and decided by INZ. TTS does not have the authority to assess visa applications or make visa decisions and therefore, will not in any manner be liable or responsible for any delay in the processing or refusal of any visa applications.
2. INZ fees are not able to be refunded by TTS under any circumstances. The decision to refund a visa application fee lies solely with INZ.
3. Please ensure you provide correct contact details (including an email address if you have one) for follow up if required.
4. Please note that the maximum extent of any and all liability of TT Visa Services, Inc. will never exceed shipping insurance coverage you select and under no circumstances shall our liability exceed Three Hundred U.S. dollars (\$300.00) for any transaction.
5. Please note that any and all claims and/or disputes including any claim for damages of any nature or kind against TT Visa Services, Inc. shall be subject to binding arbitration in the District of Columbia – in the City of Washington, U.S.A. and initiated within Thirty Days (30) of the claim or damage being known or claimed to occur.
6. I declare that I have read, I understand and expressly accept each of these Terms and Conditions and I represent that I shall abide by these Terms and Conditions.



(Signature)

(Date)

Important information

All Applicants

Your documents will be returned to you by our contracted courier service, FedEx, and under normal circumstances will be shipped the same business day they are returned to us by INZ. Shipping speed is typically overnight by 10:30 am within the continental U.S., and 2nd day international.

Our office does not accept pre-paid envelopes/labels or hand-written labels from any courier service.