

CONSULATE GENERAL OF IRELAND

Level 7, Citigroup Building
23 Customs St East
P.O. Box 279
Auckland 1140



Phone: (09) 977 2252
Fax: (09) 977 2256
email: consul@ireland.co.nz
website: www.ireland.co.nz

Guidelines & Fees for Passport Applications

- Complete the application form using black pen and write in block letters
- In Section 3
 - Cross only one of the options listed A or B or C
 - For births in Ireland, please state the COUNTY of birth – Ireland is not sufficient
 - If Irish citizenship was obtained through an Irish born grandparent, cross Foreign Birth Registration is Section 3C
- Ensure the signature in Section 8 is within the white box on the left hand side, as this is the signature that will appear on the new passport.
- All applicants aged 7 and over are to sign in Section 8
- Enclose four (4) passport photos, two with the form number on and signed by the witness
- Note that in addition to the list of professions listed on the application form, a Justice of the Peace is an approved profession in New Zealand
- The official business stamp of the witness should be stamped in the white box adjacent to the name in Section 9. If the witness does not have an official stamp then a business card or letterhead must be supplied with the application
- If this is a **first time adult application** for an Irish passport please note the following requirements
 - The applicant must provide one form of photo ID e.g. an original passport or a certified copy of driving licence
 - The applicant must provide two (2) forms of proof of residence, from separate authorities e.g. power bill, telephone bill or bank statement (must be original copies and dated within the last 6 months)
- If this is a **first application** for an Irish passport **following a name change** (other than by marriage), 3 documents, each from a separate authority (e.g. original passport, original utility bill and certified copy of driving licence), giving evidence of use of the name, dating back over the previous two years must be provided
- If this is an application resulting from the **loss or theft** of a previous Irish passport the following documents must also be provided
 - Original citizenship certificate(s)
 - Original Police report
 - Three (3) current, original forms of ID, one of which must include your photograph and one which must include your residential address. The third must include either your photograph or your residential address. Acceptable forms of ID are passport, driving licence, telephone bill, power bill, bank statement. We will accept a certified copy of your driving licence but all other IDs must be current and original. Residential IDs must be dated within the last six months
- As fees can change without notice, to ensure the correct fee is enclosed, reference should be made to the Consulate website www.ireland.co.nz
- Enclose the applicant's previous passport, if not a first time passport application
- Enclose a self-addressed, "signature required", registered mail envelope for the return of documents and new passport within NZ. A large envelope should be supplied if applying for more than one passport. The documents and passport will be sent from the Consulate in Auckland

PASSPORT FEES - Effective 1 January 2012

Please read these guidelines carefully prior to completing the enclosed Passport application as they detail requirements for the processing of applications for Irish passports in New Zealand.

STANDARD 10 YEAR NEW/RENEWED PASSPORT	\$ 160
LARGE 10 YEAR NEW/RENEWED PASSPORT – 66 PAGES	\$ 215
3 YEAR PASSPORT (Infant 0-2 years)	\$ 35
5 YEAR PASSPORT (Young person 3-18 years)	\$ 50

FOREIGN BIRTH REGISTRATION – UNDER 18	\$ 90
FOREIGN BIRTH REGISTRATION – OVER 18	\$ 250
REPLACEMENT OF FOREIGN BIRTH REGISTRATION CERTIFICATE	\$ 35

Additional fees apply for urgent processing of applications and for the issue of emergency passports.
Please contact the Consulate for details.

- Cash, cheque and EFTPOS payments are accepted over the counter
- Cheque payments are accepted by mail and courier. Please do not send cash in the mail
- Please make cheques payable to: Consulate General of Ireland
- All fees quoted are in New Zealand Dollars
- Credit/Debit card payments are not accepted

NOTE: ALL PASSPORTS ARE MACHINE-READABLE

Please send applications to: Consulate General of Ireland
Level 7 Citigroup Building
23 Customs Street East
PO Box 279
Auckland 1140

Passports are issued in Dublin. Please allow at least 6 weeks for delivery of your passport

Consulate General of Ireland, Auckland

Standard business hours: 8.30am – 5.00pm

Public counter hours: 10.00am – 1.00pm and
2.00pm – 4.00pm