



**NORFOLK ISLAND  
IMMIGRATION ACT 1980**

**A GUIDE FOR APPLICANTS FOR A  
TEMPORARY ENTRY PERMIT**

The application form for a temporary entry permit is prescribed by regulation and must be accompanied by the prescribed fee of 6 fee units + 1 fee unit for each additional person named in the application. As well as the information required in the form, the following information must be provided for the application to be considered finally if a favourable decision is to be reached. This requirement is explained in the booklet “Immigration into Norfolk Island – A General Guide” issued by the Norfolk Island Government and available free on request.

**1. GENERAL**

The purpose of your entry and what you propose doing and how long you propose to stay are important in deciding what kind of permit, if any, should be granted.

A TEMPORARY ENTRY PERMIT is normally for persons who are to be in Norfolk Island temporarily to perform some function that requires a longer time than 120 days and cannot be performed by a person already in Norfolk Island and does not require the applicant to settle in Norfolk Island (See p.8 of the booklet). Persons who apply for and are granted temporary entry permits should be particularly aware of current Norfolk Island Government immigration policy regarding what is considered a “temporary” stay and that temporary entry permits are unlikely to be granted to allow a stay in excess of 5 years in any continuous period of 6 years. It is emphasised that long-term stay in the Island, i.e. beyond 5 years in normal circumstances, should not be anticipated on any basis other than that of a general entry permit.

If you do not fall into this category but may be regarded as a visitor or as entering with the intention of settling, you should consider applying instead for either a visitors permit or a general entry permit (See p.6 & 12 of the booklet).

It is important that ALL information required be provided with the application at the time of lodging it. THIS FORM IS TO ASSIST YOU. Complete it and attach it to your application.

**2. NAME**

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Signature

**3. PURPOSE OF ENTRY**

State why you wish to stay in Norfolk Island .....

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**4. TERM OF ENTRY**

State for how long you propose to stay in Norfolk Island .....

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**5. EMPLOYEE**

If you are an employee, check that in your application form –

- (a) You have shown your employer’s name correctly;
- (b) You have stated your occupation

MAKE SURE that your employer knows that –

- (a) If he has not notified his intention to employ you he may be liable to a \$500 fine under section 27 of the Act;
- (b) For your application to be dealt with finally he must provide a copy of the advertisement of your position and advise who responded from within the island and why you were chosen.

**6. OTHERS IN APPLICATION**

State the classes of employment that others in the application are likely to engage in (e.g. shop assistant, domestic help etc).

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**7. QUALIFICATIONS**

State and provide evidence of your qualifications to engage in the proposed employment, business or profession and the qualifications of any others named in the application to engage in any particular occupation (experience can service as a qualification).

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Signature

**8. CHILDREN REQUIRED TO ATTEND SCHOOL**

If your application includes children who will require to attend school during their stay in Norfolk Island, state their names, ages and classes to be attended.

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**9. HEALTH** (See p.14 of the booklet)

Submit with the application a certificate of the state of health of each person named in the application. Standard forms are available for your use. The medical questionnaire should be completed prior to presentation to the Government Medical Officer or your medical practitioner.

**10. HEALTH INSURANCE**

Submit with the application conclusive evidence that you possess paid up insurance cover for health treatment for each person named in the application.

Name the insurance:.....  
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**11. TICKETS AND VISAS FOR TRAVEL**

The application form requires the production of an airline ticket for each person named in the application to travel from Norfolk Island. It is important that any person named in the application who is neither an Australian nor a New Zealand citizen provide conclusive evidence that they have either visa entry to Australia or a valid ticket for air travel to their homeland. State the name and nationality of any person named in the application who is neither Australian nor New Zealander and produce with the application passports and air travel tickets for them.

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Signature

**12. BUSINESS OR PROFESSION**

If you or any person named in the application proposes to be self-employed in a business or profession, state what it is.

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**13. CRIMINAL OFFENCES**

It should be noted that incorrect or incomplete information in the section of the application form dealing with criminal offences may automatically cancel a permit and cause the holder to be ordered to depart. Checks are made on all applicants.

**14. CONFIDENTIALITY OF INFORMATION GIVEN**

The information you have given is protected by section 10 of the Immigration Act 1980 which prohibits members of the Immigration Committee, under a penalty of \$1,000, from making a record of, or divulging to or communicating to any person other than the executive member, any information with respect to the affairs of another person acquired as a member of the committee.

**15. IMMIGRATION STATUS UNTIL THIS APPLICATION IS DECIDED**

Indicate how you propose to avoid being a prohibited immigrant while this application is being dealt with –

- ( ) by obtaining a visitors permit (See p.6/7 of the booklet)
- ( ) by departing from Norfolk Island before becoming a prohibited immigrant.

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Signature