

Recognition of Australian seafarer certificates application form

Last updated: August 2020

This document is uncontrolled if printed. Please refer to the Maritime New Zealand website for the latest version.

About this form

This form is for the purpose of applying for Australian seafarer certificates to be recognised in accordance with the Trans-Tasman Mutual Recognition Act 1997.

You must complete this form correctly for your application to be valid. Remember to include your photos.

To complete this form you will need

- two passport sized photos
- copies of the certificate(s) you wish to have recognised
- a copy of either your passport or driver's licence

1. Personal details

All applicants must complete this section

Complete all of these fields.

Surname

First name(s)

Nationality

Place of birth

Give the city and country

Date of birth

DD / MM / YYYY

Home phone

Eg +61 1 234-5678

Mobile phone

Eg +61 12 345-6789

Email address

Postal address

City and country

Postcode

Residential address

Only complete if different from
postal address

City and country

2. Declaration

I declare as follows:

I hold the following certificate(s):

Certificate	<input type="text"/>	Issue date	<input type="text"/> DD / MM / YYYY
Issue no	<input type="text"/>	Expiry date	<input type="text"/> DD / MM / YYYY
Issuing authority	<input type="text"/>		

Certificate	<input type="text"/>	Issue date	<input type="text"/> DD / MM / YYYY
Issue no	<input type="text"/>	Expiry date	<input type="text"/> DD / MM / YYYY
Issuing authority	<input type="text"/>		

Answer all of the following questions by ticking either yes or no.

- | | yes | / | no |
|--|--------------------------|---|--------------------------|
| 1 I am seeking recognition of the above certificate(s) in accordance with the mutual recognition principle applying to occupations as set out in the Trans-Tasman Mutual Recognition Act 1997. | <input type="checkbox"/> | | <input type="checkbox"/> |
| 2 I am the subject of disciplinary proceedings in Australia (including any preliminary investigations or action that might lead to disciplinary proceedings) in relation to my occupation. | <input type="checkbox"/> | | <input type="checkbox"/> |
| 3 I am currently prohibited in Australia from carrying on any such occupation as a result of criminal, civil or disciplinary proceedings (if yes, give details below) | <input type="checkbox"/> | | <input type="checkbox"/> |

2. Declaration (continued)

- | | yes | / | no |
|--|--------------------------|---|--------------------------|
| 4 I am required as part of my occupation in Australia to adhere to special conditions
(if yes, give details below of such conditions, e.g. restrictions) | <input type="checkbox"/> | | <input type="checkbox"/> |
| <div style="border: 1px solid black; height: 60px; width: 100%;"></div> | | | |
| 5 For the purposes of considering this application, I give consent to the Director of Maritime New Zealand making enquiries and exchanging information with the Australian issuing authority regarding the validity of my certificate(s). | <input type="checkbox"/> | | <input type="checkbox"/> |
| 6 I have read and understood the New Zealand maritime rules and regulations relevant to my certificate and the functions I may perform during employment on a New Zealand vessel. | <input type="checkbox"/> | | <input type="checkbox"/> |
| 7 I have attached to this application true and accurate copies of my certificate(s), which has/have been certified by a person authorised by law in Australia or New Zealand to certify documents. | <input type="checkbox"/> | | <input type="checkbox"/> |
| 8 I have attached to this application a true and accurate copy of <i>either</i> my passport <i>or</i> driver's licence and birth certificate, which has been certified by a person authorised by law in Australia or New Zealand to certify documents. | <input type="checkbox"/> | | <input type="checkbox"/> |
| <input type="checkbox"/> I declare that to the best of my knowledge and belief the statements made and the information supplied in this application are complete and correct. | | | |

Caution

Providing false information or failing to disclose information relevant to the granting or holding of a maritime document is an offence under section 406 of the Maritime Transport Act. The penalty for this offence in the case of an individual is imprisonment for a term of up to 12 months or a fine of up to NZ\$10,000.

Your signature

Date

DD / MM / YYYY

Place of signing

3. Photo and signature requirements

All applicants must complete this section.

Signature

Make sure that your signature fits in the box.

Sign here



Photographs

You must include two passport photos with your application.

You can send us your photos either by email or courier.

1. Email

Email a copy with your application (ask the photographer to provide an electronic copy, which you can then forward to Maritime NZ).

2. Courier

Courier two passport-sized photos of yourself with your application. Attach the photos (inside a sealed envelope) to the top of this page.

The photos must:

- be in colour
- be less than 12 months old
- only show your head and shoulders
- be 35mm wide x 45mm long
- be original, not scanned copies.

4. When and how to apply

All applicants must complete this section.

To complete this application, you need to provide all of the information we require. If you do not provide all of the required information we cannot process your application and we will return it and your other documents to you.

4.1 Fees and payment options

There is a fee for your application. Please refer to the Maritime NZ website for information about fees.

www.maritimenz.govt.nz/fees

You will be invoiced once we have formally received your application. A reference number and instructions explaining how to pay will be sent with the invoice.

You can pay:

- online using a credit card or debit card, *or*
- by internet banking or bank deposit.

Please refer to the Maritime NZ website for information about how to pay.

www.maritimenz.govt.nz/howtopay

Please indicate if you will be paying the application fee or if a company will pay this on your behalf (eg your employer). **Tick only one.**

I will be paying the application fee
(you will be invoiced)

A company will be paying the fee on my
behalf (company will be invoiced)

If a company is paying the application fee on your behalf, you need to provide written confirmation from the company with your application. We cannot accept applications where a company is paying the fee without this confirmation.

The invoice will be in your name **unless** you indicate below the name and address of a different entity or individual who has agreed to be invoiced (eg your company or employer).

Name on the invoice

Purchase order number or
reference (if applicable)

Postal address

City and country

Postcode

5. Where to send your application

Send your completed form and the other documents required to Maritime NZ by email, courier or post.

If your application is incomplete, we will return all your application documents to you.

Sending your application by email is preferred. Remember to sign the *Fit and proper person* form before scanning and attaching to the email along with your electronic photo and other documents or forms. Make sure the scanned copies of your documents are legible and of a good quality.

Email your application to:

seafarers@maritimenz.govt.nz

Or

Courier your application to:

Seafarer Certification
Maritime New Zealand
1 Grey Street
Wellington 6011
NEW ZEALAND

Or

Post your application to:

Seafarer Certification
Maritime New Zealand
PO Box 25620
Wellington 6140
NEW ZEALAND