

**KEDUTAAN BESAR REPUBLIK INDONESIA**

THE EMBASSY OF THE REPUBLIC OF INDONESIA

70 GLEN ROAD, KELBURN

PO BOX 3543

WELLINGTON (NEW ZEALAND)

TELP. : (04) 4758 697/698/699 FAX.: (04) 4759 374

**LIMITED STAY VISA (TEMPORARY STAY PERMIT)**

**A Limited Stay Visa (VITAS)** is good for a single entry if presented within 3 (three) months of the date of issuance and is valid for a maximum stay of 1 (one) year). It is granted upon the authorisation of the Directorate General of Immigration in Jakarta. To expedite the authorisation, it is advisable to have the sponsor in Indonesia also submit the application directly to the Directorate General of Immigration in Jakarta. Limited Stay Visas can be extended in Indonesia.

**REQUIREMENTS:**

1. Forms to be completed in duplicate with 2 (two) passport-size photos and submitted with your passport.
  2. Passport must be valid (for travelling to Indonesia) at least 1 (one) year at the date of entry into Indonesia.
  3. A letter from the firm or sponsors from Indonesia stating the purpose of visit / nature of business and a letter / statement of reference.
  4. Copies of ticket or itinerary from travel agents confirming purchase of either a return ticket or to a destination beyond Indonesia. Open dated tickets are acceptable.
  5. Fees for Limited Stay Visa: **NZ\$ 80.00 for up to 6 (six) months; NZ\$ 160 for 1 (one) year; NZ\$ 280 for 2 (two) years.** Please send money order, bank cheque or company cheque.
  6. The visa must be used within 90 (ninety) days from the date of issue.
- Those who are joining their spouse or parent who are Indonesian citizens living in Indonesia, or who are accompanying their spouse or parent who are foreign citizens living in Indonesia holding Temporary Stay Permits, must submit a copy of their Marriage Certificate and/or Birth Certificate.
  - Those conducting activities in religious mission, research, education, social fields, must enclose the original copy and a copy of a letter of recommendation from the institution or specific department/division that has assigned them.
  - Those who wish to work in a foreign investment or domestic investment venture, or are technical professionals on assignment by a foreign aid organization, must furnish a letter of recommendation from a relevant department, the Department of Manpower and Transmigration, the Investment Coordinating Board, and a copy of the letter of agreement to employ foreign labour.
  - Those seeking repatriation (returning to their country of origin), must provide proof of former Indonesian citizenship and proof of a guarantee of living expenses in Indonesia.

**Please Note**

1. The fees for the visa is effective as from **14 May 2007**.
2. Payment of the visa administration fees below does not guarantee that the application will be successful.
3. Please enclose a self-addressed signature required courier pack for your passport / documents to be returned.
4. At least 3 (three) working days are required to process the visa.

5. The Embassy will only process visa applications for which all the requirements have been fulfilled.
6. In order to avoid passport / documents getting lost please make sure you send your passport / documents by **SIGNATURE REQUIRED COURIER PACK** and address it to:

**INDONESIAN EMBASSY**

**Consular Division / Visa Section**

**70 Glen Road**

**Kelburn, Wellington**

**Ph. (04) 4758699 for Arie ext. 718 or Wynda ext. 717**

**Website: [www.indonesianembassy.org.nz](http://www.indonesianembassy.org.nz)**

7. The Visas issued by the Indonesian Embassy are not applicable for the visit to three following regions: Aceh, Maluku and Irian Jaya/Papua. Applicants who wish to visit these regions must obtain special authorization from Indonesian authorities. Visitors who enter those three regions without special permission will be liable to prosecution under Indonesian law.
8. Entry to Indonesia for foreigners granted visas by the Indonesian Embassy remains subject to the approval of the immigration officers at all Indonesian immigration checkpoints (airports, seaports and land-borders).