

## EXEMPTION APPLICATION

Version: 02

Date: 16/10/2023

Document No.:

**FID-002E**

### Exemption Category *(Tick One Only)*

☐ **Spouse of a Fiji Citizen**

Is granted to a person legally married to a bona fide Fiji citizen and holder of a valid foreign passport to enter and reside in the country.

☐ **Child of a Fiji Citizen**

Is granted to an unmarried child (under 18 years of age) of a bona fide Fiji citizen and holder of a valid foreign passport to enter, reside and study in the country.

☐ **Registered in the *Vola ni Kawa Bula***

Is granted to a person registered in the *Vola ni Kawa Bula* maintained by the iTaukei Lands Commission and holder of a valid foreign passport to enter, reside, study and work in the country.

☐ **Exemption by Descent**

Is granted to a direct descendent of a person (principal citizen) who was considered a Citizen of Fiji on the 10<sup>th</sup> of October, 1970 and holder of a valid foreign passport to enter, reside, study and work in the country. Direct descendants include the principal citizen's children, grandchildren and great grandchildren.

### Instructions:

1. This application form must be completed by persons over 18 years of age.
2. All documents must be submitted as per Exemption category document requirements. The Department reserves all rights to acquire additional documents for further verification as and when required.
3. Where a question in a particular section does not apply to you, please put NONE or N/A.
4. Providing false or misleading information in this application may result in the application being refused. It can also lead to imprisonment or a fine, or both.
5. No Lodgment Fee is required for the following categories;
  - Spouse of a Fiji Citizen
  - Child of a Fiji Citizen
  - Registered in the *Vola ni Kawa Bula*
6. One form should be completed by each applicant.

### How to apply:

1. Complete this form in English using CAPITAL LETTERS.
2. You must provide the address on where you intend to live while your application is being processed. Failure to give residential address in your application will result in your application being incomplete. Postal address will not be accepted as your residential address.
3. If your documents are not in English language, you must arrange for them to be translated to English by an accredited translator or from your respective embassies.
4. Completed forms should be submitted to the nearest Fijian Immigration Office, Fiji Consulate Office, Embassies or lodged Online through the Fijian Immigration website at [www.immigration.gov.fj](http://www.immigration.gov.fj)
5. Keep a copy of your application and all attachments for your own record.

<b>DOCUMENT REQUIREMENTS - SPOUSE OF A FIJI CITIZEN</b>	
<b>New/Extension</b>	
<input type="checkbox"/>	Completed Exemption Application Form
<input type="checkbox"/>	Request Letter [from Fiji Citizen spouse]
<input type="checkbox"/>	Certified copy of applicant's passport bio-data page
<input type="checkbox"/>	Two [2] recent passport size photographs
<input type="checkbox"/>	Certified copy of Marriage Certificate
<input type="checkbox"/>	Proof of Spouse's Fiji Citizenship [e.g. bio data page of Fiji passport / birth certificate / citizenship certificate etc.]
<input type="checkbox"/>	Police Report [from country of citizenship or country of current residence]
<input type="checkbox"/>	Medical Report [must be conducted within 3 months prior to the date of lodgement]
<input type="checkbox"/>	Copy of current permit [if already residing in the country]
<input type="checkbox"/>	Local Police Report Lodgment Receipt [only applicable for extension application]
<input type="checkbox"/>	Copy of previous Exemption [only applicable for extension application]
<b>DOCUMENT REQUIREMENTS - CHILD OF A FIJI CITIZEN</b>	
<b>New/Extension</b>	
<input type="checkbox"/>	Completed Exemption Application Form
<input type="checkbox"/>	Request letter from applicants' Fiji Citizen Parent(s)
<input type="checkbox"/>	Support Letter from the applicant's guardian and copy of guardian's valid national photo ID if the applicant will not be residing with either parent in Fiji
<input type="checkbox"/>	Certified copy of applicant's passport bio-data page
<input type="checkbox"/>	Two [2] recent passport size photographs
<input type="checkbox"/>	Certified copy of Birth Certificate
<input type="checkbox"/>	Proof of Parent's Fiji Citizenship [e.g. bio data page of Fiji passport / birth certificate / citizenship certificate etc.]
<input type="checkbox"/>	Medical Report [must be conducted within 3 months prior to the date of lodgment]
<input type="checkbox"/>	Copy of current permit [if already residing in the country]
<input type="checkbox"/>	Copy of previous Exemption [only applicable for extension application]
<b>DOCUMENT REQUIREMENTS - REGISTERED IN THE VOLA NI KAWA BULA</b>	
<b>New/Extension</b>	
<input type="checkbox"/>	Completed Exemption Application Form
<input type="checkbox"/>	Request Letter from applicant [to be submitted by the applicant's parent if the applicant is below 18 years of age]
<input type="checkbox"/>	Support Letter from the applicant's guardian and copy of guardian's valid national photo ID if the applicant is below 18 years of age and will not be residing with either parent in Fiji
<input type="checkbox"/>	Certified copy of applicant's passport bio-data page
<input type="checkbox"/>	Two [2] recent passport size photographs
<input type="checkbox"/>	Copy of the Native Lands and Fisheries Commission Certificate of Registration in the <i>Vola ni Kawa Bula</i>

<b>DOCUMENT REQUIREMENTS – REGISTERED IN THE VOLA NI KAWA BULA (cont.)</b>	
<input type="checkbox"/>	Certified copy of Birth Certificate
<input type="checkbox"/>	Copy of parents' passport biodata pages [if applicant is below 18 years of age]
<input type="checkbox"/>	Certified copy of Marriage Certificate [if applicable]
<input type="checkbox"/>	Copy of Foreign Citizenship Certificate [if applicable]
<input type="checkbox"/>	Police Report if applicant is above 18 years of age [from country of citizenship or country of current residence]
<input type="checkbox"/>	Medical Report [must be conducted within 3 months prior to the date of lodgment]
<input type="checkbox"/>	Copy of current permit or exemption [if already residing in the country]
<input type="checkbox"/>	Local Police Report Lodgment Receipt if applicant is above 18 years of age [only applicable for extension application]
<input type="checkbox"/>	Copy of Employment Contract or Company Registration Form and Letter [only applicable for extension application and if applicant is working or investing in the country]
<input type="checkbox"/>	Copy of previous Exemption [only applicable for extension application]
<b>DOCUMENT REQUIREMENTS – EXEMPTION BY DESCENT</b>	
<b>New/Extension</b>	
<input type="checkbox"/>	Completed Exemption Application Form
<input type="checkbox"/>	Request Letter from applicant [to be submitted by the applicant's parent if the applicant is below 18 years of age]
<input type="checkbox"/>	Support Letter from the applicant's guardian and copy of guardian's valid national photo ID if the applicant is below 18 years of age and will not be residing with either parent in Fiji
<input type="checkbox"/>	Certified copy of applicant's passport bio-data page
<input type="checkbox"/>	Two [2] recent passport size photographs
<input type="checkbox"/>	Certified copy of Birth Certificate
<input type="checkbox"/>	Copy of parents' passport biodata pages [if applicant is below 18 years of age]
<input type="checkbox"/>	Certified copy of Marriage Certificate (if applicable)
<input type="checkbox"/>	Copy of Foreign Citizenship Certificate [if applicable]
<input type="checkbox"/>	Police Report if applicant is above 18 years of age [from country of citizenship or country of current residence]
<input type="checkbox"/>	Medical Report [must be conducted within 3 months prior to the date of lodgment]
<input type="checkbox"/>	Proof of funds [e.g. copy of Bank Statement issued in the last 3 months]
<input type="checkbox"/>	Support Letter from a Fiji Citizen considered to be a family elder confirming relationship of applicant to the principal citizen and copy of his/her valid national photo ID & Birth Certificate
<input type="checkbox"/>	Official documents to prove the past (or present) existence of the principal citizen on whom your ancestry claim is based on e.g. copy of Fiji passport / Fiji Citizenship Certificate, Birth Certificate, Death Certificate, Marriage Certificate etc.
<input type="checkbox"/>	Official documents to prove the applicant's familial relationship to the principal citizen e.g. copies of relevant Birth Certificates, Marriage Certificates, Death Certificates etc.
<input type="checkbox"/>	Copy of current permit or exemption [if already residing in the country]
<input type="checkbox"/>	Local Police Report Lodgment Receipt if applicant is above 18 years of age [only applicable for extension application]
<input type="checkbox"/>	Copy of Employment Contract or Company Registration Form and Letter [only applicable for extension application and if applicant is working or investing in the country]
<input type="checkbox"/>	Copy of previous Exemption [only applicable for extension application]
<input type="checkbox"/>	Search Fee of \$12.30 – for record search conducted to confirm principal citizen's Fiji Citizenship

PLEASE ENSURE DOCUMENTS SUBMITTED ARE IN ENGLISH ONLY

Processing Timeline: 21 Working Days for Spouse of FC, Child of FC & Registered in the *Vola ni Kawa Bula* Categories. Please note that processing timeline for Exemption by Descent category will vary.

Type or use a pen, and write in English using CAPITAL LETTERS

☒ Tick where applicable

## PART A

### APPLICATION INFORMATION

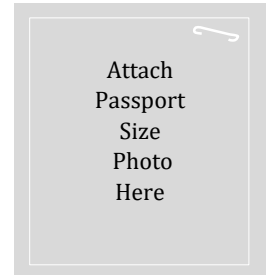
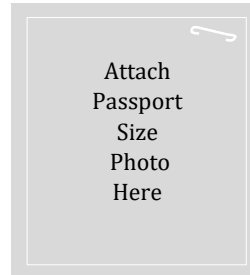
Tick One Only

- ☐ New  
☐ Extension

A1. Are you currently outside Fiji?

- ☐ Yes  
☐ No ► **Go to Part B**

A2. Intended date of arrival



## PART B

### PERSONAL DETAILS OF THE APPLICANT

B1. Preferred title: (Tick **Only One** box) ☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Mstr ☐ Dr ☐ Other (specify below)

B2. Surname

B3. Given Name(s)

B4. Have you been known by any other names? (Including name at birth or previous married names)

No ☐ Yes ☐ ► Give details below and provide official documentation of the same e.g. copy of marriage certificate / deed poll papers.

i. Surname

ii. Given Name(s)

B5. Date of Birth (dd/m/yyyy)

B6. Gender

☐ Male

☐ Female

B7. Country of birth

B8. Place of Birth

B9. Country of Citizenship

B10. Occupation

**B11. Marital Status:**

☐ Married

☐ Never married

☐ Partner/De facto

☐ Widowed

☐ Engaged

☐ Separated

☐ Divorced

**B12. Passport Number**

**B13. Country of Passport**

**B14. Date of Issue**

**B15. Date of Expiry**

**B16. Place of issue**

**B17. Do you have other current passport(s)?**

No ☐

Yes ☐

► Give details below

**i. Passport Number**

**ii. Country of Passport**

**B18. Did you hold any previous passport(s)?**

No ☐

Yes ☐

► Give details below

**i. Old Passport Number**

**ii. Date of Issue**

**iii. Date of Expiry**

**iv. Place of Issue**

**B19. Current Residential Address**

**B20. Postal Address**

**B21. Telephone Numbers**

**B22. Email Address**

**B23. Intended Residential Address in Fiji**

<input type="text"/>
<input type="text"/>

**B24. Give details below of your immediate family members holding foreign citizenship (e.g. spouse and children below 18 years of age / parents and siblings below 18 years of age).**

Full Names (Surname First)	Date of Birth	Country of Birth	Gender	Relationship to Applicant

**PART C****FAMILY MEMBER'S DETAILS**

*(Please provide details of the Fiji Citizen spouse / Fiji Citizen Parent / Principal Citizen on whom your ancestry claim is based on in this section)*

**C1.** Family Member's Relationship to applicant: ☐ Spouse ☐ Parent ☐ Grandparent ☐ Great Grandparent

**C2.** Title: (Tick **Only One** box) ☐ Mr ☐ Mrs ☐ Ms ☐ Dr ☐ Other (specify)

**C3.** Surname

**C4.** Given Name(s)


**C5.** Has the individual ever been known by any other names? *(Including name at birth or previous married names)*

No ☐ Yes ☐ ► Give details below and provide official documentation of the same e.g. copy of marriage certificate / deed poll papers.

**i.** Surname

**ii.** Given Name(s)


**C6.** Date of Birth (dd/m/yyyy)

**C7.** Gender

☐ Male

☐ Female

**C8.** Country of birth

**C9.** Place of Birth

**C10.** Country of Citizenship

**C11.** Marital Status:

☐ Married

☐ Never married

☐ Partner/De facto

☐ Widowed

☐ Engaged

☐ Separated

☐ Divorced

**C12.** Passport Number

**C13.** Country of Passport

**C14.** Date of Issue

**C15.** Date of Expiry

**C16.** Place of issue

**C17.** Complete the below section if you are applying for Exemption by Descent category. Please provide details of your direct family lineage starting from the principal citizen, on whom your ancestry claim is based on, to your parent.

Full Names (Surname First)	Date of Birth	Country of Birth	Gender	Relationship

## PART D

## CHARACTER DECLARATION

You must complete the character declaration below in full, stating whether you have any convictions or other character issues of concern. *(This section must only be completed if the applicant is above 18 years of age. Please tick either Yes or No)*

Conviction Offences		Yes	No
1.	Are you and/or any of your accompanying family members currently facing charges for any offence, under investigation, or wanted by any law enforcement agency in any country, including Fiji?	<input type="checkbox"/>	<input type="checkbox"/>
2.	<b>Have you ever:</b>		
a.	been convicted or found guilty of any offence(s) against the law in any country (including any conviction which is now removed from official records, or where no conviction was recorded)?	<input type="checkbox"/>	<input type="checkbox"/>
b.	been sentenced to serve a period of time in prison or other form of detention?	<input type="checkbox"/>	<input type="checkbox"/>
c.	been refused entry to, or deported, removed or extradited from any country, including Fiji?	<input type="checkbox"/>	<input type="checkbox"/>
d.	been involved in any terrorist activities or advocated similar violent activities or been a member of, or adhered to, any terrorist organization?	<input type="checkbox"/>	<input type="checkbox"/>
e.	been involved in the illicit drug trade?	<input type="checkbox"/>	<input type="checkbox"/>
f.	been the subject of a domestic or family violence order, or any other order, of a tribunal or court or other similar authority, for the personal protection of another person?	<input type="checkbox"/>	<input type="checkbox"/>
g.	been named on a sex offender register?	<input type="checkbox"/>	<input type="checkbox"/>
h.	been acquitted of any offence on the grounds of unsoundness of mind or insanity?	<input type="checkbox"/>	<input type="checkbox"/>
i.	been associated with a person, group or organisation that has been/is involved in criminal conduct?	<input type="checkbox"/>	<input type="checkbox"/>
j.	been directly or indirectly involved in, or associated with, activities which would represent a risk to national security in any other country?	<input type="checkbox"/>	<input type="checkbox"/>
k.	been charged with, or indicted for: genocide, war crimes, crimes against humanity, torture, slavery, or any other crime that is otherwise of a serious international concern?	<input type="checkbox"/>	<input type="checkbox"/>
l.	been associated with an organisation engaged in violence or engaged in acts of violence (including war, insurgency, freedom fighting, protest) overseas?	<input type="checkbox"/>	<input type="checkbox"/>
m.	served in a military force, police force, state sponsored/private militia?	<input type="checkbox"/>	<input type="checkbox"/>
n.	undergone any military/paramilitary training, been trained in weapons/explosives or in the manufacture of chemical/biological products?	<input type="checkbox"/>	<input type="checkbox"/>

<b>2.</b>	<b>Have you ever:</b>	<b>Yes</b>	<b>No</b>
o.	been involved in people smuggling or people trafficking?	<input type="checkbox"/>	<input type="checkbox"/>
p.	overstayed a visa in any country, including Fiji?	<input type="checkbox"/>	<input type="checkbox"/>
<b>3.</b>	Are you in default of any lawfully imposed debt, or are you an undischarged bankrupt?	<input type="checkbox"/>	<input type="checkbox"/>
	<b>Health</b>		
<b>4.</b>	Are you suffering from any medical conditions or communicable disease which may pose a threat to the health and safety of the Fijian community or impose a burden on the Fijian medical system?	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered **Yes** to any questions in Part D (Character Declaration) ►Give full details below. Please specify clearly on which Question(s) you are providing full details to.


## PART E AUTHORISED RECIPIENT OF INFORMATION

You may authorise another person to receive all communications, both written and electronic, about your application with the Department. The Department will communicate with the most recently appointed authorised recipient and you may appoint **only one** authorised recipient for a particular application.

All written communications about this application should be sent to: *(Tick **Only One** box)*

☐ Myself ►Go to Part F

☐ Authorised recipient ►Provide details below

**E1.** Surname

--

**E2.** Given Name(s)


**E3.** Organisation Name *(if applicable)*

--



**E4. Business or residential address**

**E5. Address for correspondence** *(if same as business or residential address, write 'AS ABOVE')*

**E6. Email**

**E7. Telephone**

**PART F**

**DECLARATION**

*(F1 is to be completed by the applicant. If the applicant is below 18 years of age, Part F must be completed by his/her parent)*

**F1. Please read the following carefully before signing. Complete this declaration if you are the applicant and are aged 18 years or over.**

- ☐ I declare that the information I have supplied in this form is complete, true and correct in every detail.
- ☐ I understand that a decision on this application will be made on the basis of documents and statements provided.
- ☐ I am aware this application may be unsuccessful where I have not demonstrated that the criteria of the grant of the exemption have been satisfied. All the required documentation demonstrating this should be provided at the time of lodgment.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**F2. Declaration by person assisting the applicant.** *(Person assisting the applicant must provide copy of a valid national photo ID)*

Note: this section must be completed and signed by the applicant's immigration adviser, or by any person who has assisted the applicant by providing immigration advice, explaining, translating, or recording information on the form for the applicant. If the applicant does not have an immigration adviser, and no one helped the applicant to fill in this form, this section does not have to be completed.

I certify that the applicant asked me to help them complete this form and any additional forms.

I certify that the applicant agreed that the information provided was correct before signing the declaration.

- ☐ I have assisted the applicant as an interpreter/translator.
- ☐ I have assisted the applicant with recording information on the form.
- ☐ I have assisted the applicant in another way. Specify below:

**F3. Name**

**F4. Email**

F5. Telephone

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PART G**

**TERMS & CONDITIONS**

*(This section is only to be completed if you are applying for Exemption by Descent category. For applicants below 18 years of age, this section must be completed by either Parent of the applicant)*



**Exemption by Descent Terms and Conditions**

**If the application for Exemption is approved, the holder of the Exemption agrees:**

1. not to behave in any manner that is prejudicial to the peace, good order, good government or morale of the people of Fiji;
2. to comply with the laws of Fiji; and
3. not to breach any other condition that the Minister may, in writing, impose.

**If the application for Exemption is approved, the holder of the Exemption understands:**

4. that the exemption issued shall become void on expiry and that an extension of exemption application must be lodged with the Department prior to expiry
5. that failure to comply with (4) above means that the applicant must make arrangements to immediately depart the country or immediately apply for another relevant permit
6. that the exemption issued may be cancelled upon the breach of any of the conditions stated in 1-3 above
7. that he/she may be prohibited from making any future exemption application upon the breach of any of the conditions stated in 1-3 above

.....

**I, the undersigned, have read and fully understood the terms and conditions of the Exemption stated above and agree to abide by them.**

Applicant's Full Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness' Full Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PART H** **ADDITIONAL INFORMATION**

**PART H** **ADDITIONAL INFORMATION**

*(Use this space for Additional Information)*

Please specify clearly on which Part and Question's additional information you are including here.

[illegible]