



FIJI IMMIGRATION DEPARTMENT

EXEMPTION APPLICATION

Version: 03
Date: 16/10/2023

Document No.:
FID-003E

Exemption Category *(Tick One Only)*

Members of Military Forces

Is granted to any serving member of the military forces of another country to enter, reside and work in the country for the period of an authorized military exercise, training or secondment.

Non Fiji Citizen Civil Servants

Is granted to a person employed in the service of the Government of the Republic of Fiji or the Government of any country or territory entering the Fiji Islands in the course of his/her duty.

Family Members of an Exempted Person

Is granted to a member of the family of an exempted person (principal applicant) to enter, reside and study in Fiji during the time in which the principal applicant is a resident in Fiji.

Exemptions Notice in the Gazette

- I. Is granted to any member of the Peace Corps of the United States of America, Voluntary Services Overseas of the United Kingdom and Voluntary Service Abroad of New Zealand to enter, reside and work in Fiji
- II. Is granted to a person who has been invited by the Government or by any Government Ministry or department for consultation with or advising the Government to enter, reside and work in Fiji during the period of consultation or advising
- III. Is granted to a person temporarily or periodically employed by charitable organisations approved by the Permanent Secretary to work in Fiji

Instructions:

1. This application form must be completed by persons over 18 years of age.
2. All documents must be submitted as per Exemption 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 where applicable.
4. Providing false information in this application can lead to imprisonment or a fine or both.
5. No Fees is required for Exemption Application.
6. Family Members of an Exempted Person category is only applicable to the legally married spouse and children (below 18 years of age) of the principal applicant holding/applying for exemption as a Member of the Military Forces or as a Non Fiji Citizen Civil Servant.

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 invalid. Postal address will not be accepted as your residential address.
3. If your documents are not in English language, you must arrange 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 www.immigration.gov.fj
5. Keep a copy of your application and all attachments for your own record.

DOCUMENT REQUIREMENTS - MEMBERS OF MILITARY FORCES	
New/Extension	
<input type="checkbox"/>	Completed Exemption Application Form
<input type="checkbox"/>	Letter of Endorsement from the Ministry of Foreign Affairs
<input type="checkbox"/>	Request letter from the Foreign Service Concerned
<input type="checkbox"/>	Support letter from the relevant local counterpart
<input type="checkbox"/>	Copy of applicant's passport bio-data page
<input type="checkbox"/>	Two [2] recent passport size photographs
DOCUMENT REQUIREMENTS - NON FIJI CITIZEN CIVIL SERVANTS	
New/Extension	
<input type="checkbox"/>	Completed Exemption Application Form
<input type="checkbox"/>	Approval and Endorsement from the Office of the Prime Minister (if applicable)
<input type="checkbox"/>	Request letter from the sponsor & local organisation and any relevant MOU
<input type="checkbox"/>	Invitation and agreement by relevant bodies and overseas counter parts
<input type="checkbox"/>	Copy of Passport bio data page
<input type="checkbox"/>	Two (2) recent passport size photographs
<input type="checkbox"/>	Copy of signed Employment Contract
<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]
DOCUMENT REQUIREMENTS - FAMILY MEMBERS OF AN EXEMPTED PERSON	
New/Extension	
<input type="checkbox"/>	Completed Exemption Application Form
<input type="checkbox"/>	Letter of Endorsement from the Ministry of Foreign Affairs & Request letter from the Foreign Service Concerned [if applicable]
<input type="checkbox"/>	Request letter from the sponsor & local organisation
<input type="checkbox"/>	Copy of Passport bio data page
<input type="checkbox"/>	Copies of Birth Certificates for dependent children
<input type="checkbox"/>	Copy of Marriage Certificate for Spouse
<input type="checkbox"/>	Copy of principal applicant's passport biodata page [if applying separately]
<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]
DOCUMENT REQUIREMENTS - EXEMPTIONS NOTICE IN THE GAZETTE	
New/Extension	
<input type="checkbox"/>	Completed Exemption Application Form

DOCUMENT REQUIREMENTS – EXEMPTIONS NOTICE IN THE GAZETTE (cont.)

- Request letter from the sponsor & local organization and any relevant MOU
- Invitation and agreement by relevant bodies and overseas counter parts
- Copy of Passport bio data page
- Two [2] recent passport size photographs
- Copy of signed Employment Contract
- Police Report [from country of citizenship or country of current residence. This is only applicable for I & III]
- Medical Report [must be conducted within 3 months prior to the date of lodgment. This is only applicable for I & III]
- Copy of previous Exemption [only applicable for extension application]

PLEASE ENSURE DOCUMENTS SUBMITTED ARE IN ENGLISH ONLY

No Fees Required

Processing Timeline: 21 Working Days

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**

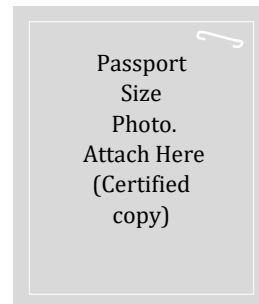
A2. Intended date of arrival

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 on the next page 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

PART C**DEPENDENT CHILDREN(S) DETAILS**

Complete the below table if your children below 18 years of age are included in this Application. Kindly note that the spouse of the applicant must complete his/her own application form for lodgment purposes.

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

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 Offenses		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.	Have you ever:		
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"/>

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**

(FI is to be completed by the applicant. If the applicant is below 18 years of age, this section 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 permit have been satisfied. All the required documentation demonstrating this should be provided at the time of lodgment.

Signature: _____

Date: _____

