



# PNG Immigration & Citizenship Service Authority

## APPLICATION FOR ENTRY PERMIT

### INSTRUCTION

1. A separate form is required for each person seeking entry to PNG who is traveling on their own passport. Where the application is in respect of a child under 16 years of age, both parents must sign the application
2. This form is fillable. Complete using the latest version of Adobe Reader, available at <http://get.adobe.com/reader/>
3. The completed form and the applicant's passport should be sent to:  
The Chief Migration Officer  
Immigration and Citizenship Service Authority  
PO Box 1790  
BOROKO, NCD, Papua New Guinea

### OFFICE USE ONLY

Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ BY: \_\_\_\_

File No: \_\_\_\_\_ Group: \_\_\_\_\_

Receipt: \_\_\_\_\_ ICD Clear: \_\_\_\_/\_\_\_\_/\_\_\_\_

BMS Registered on: \_\_\_\_/\_\_\_\_/\_\_\_\_

Decision: \_\_\_\_\_/\_\_\_\_/\_\_\_\_

Applicant Notified on: \_\_\_\_/\_\_\_\_/\_\_\_\_

### TICK THE PURPOSE AND CIRCLE A DESCRIPTION OF YOUR VISIT TO PNG

<input type="checkbox"/> <b>Visitor</b> Tourist – Tour Package Tourist – Own Itinerary	<input type="checkbox"/> <b>Working Resident</b> Businessperson/Investor Employment Working Dependent	<input type="checkbox"/> <b>Student</b> Formal Education Occupational Trainee
<input type="checkbox"/> <b>Business</b> Short-term Multiple Entry	<input type="checkbox"/> <b>Special Exemption</b> Foreign Official Aid Worker/Volunteer Film-maker (Non-commercial) Emergency Relief Worker Medical	<input type="checkbox"/> <b>Entertainer Commercial:</b> Film maker Comedian Musician <b>Charity:</b> Gospel Group Cultural Exchange
<input type="checkbox"/> <b>Accompanying another applicant as a dependant on my own passport.</b>		<input type="checkbox"/> <b>Short-term Employment Consultant/Specialist Dependent of Citizen</b>  <input type="checkbox"/> <b>Melanesian Spearhead Diplomat Researcher/Academic Religious Worker Sportsperson Domestic Worker</b>

### HOW LONG DO YOU WISH TO STAY IN PNG:

Days: \_\_\_\_\_ or Months: \_\_\_\_\_ or Years: \_\_\_\_\_

### PERSONAL DETAILS:

Family Name		Given Names	
<input type="text"/>		<input type="text"/>	
<b>Date of Birth</b>	<b>Sex</b>	<b>Marital Status</b>	
<input type="text"/> Day Month Year	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> De-facto <input type="checkbox"/> Widowed <input type="checkbox"/> Never Married	
Country of Birth	Nationality		Occupation
<input type="text"/>	<input type="text"/>		<input type="text"/>
Passport Number	Expiry Date		Passport Issuing Authority
<input type="text"/>	<input type="text"/> Day Month Year		
Passport Issue Date	Passport Issuing Place		
<input type="text"/> Day Month Year	<input type="text"/>		
<b>TRAVEL ARRANGEMENTS</b>		<b>Arrival in PNG</b>	
Name of Vessel/Flight	Departure to PNG		
<input type="text"/>	Port:		Port:
	Date:		Date:
	Day Month Year		Year Day Month

**For entry for the purpose of employment:**

Please attach copies of the following documents:

- ☐ A letter of offer of employment from your PNG sponsor
- ☐ The letter of approval of your work permit, including the work permit number, position number and expiry date.
- ☐ A certificate of good health from a registered doctor, a recent chest X-ray and the result of the recent HIV test.
- ☐ A statement of your good character from your local police authorities.

**For all other types of entry:**

How will you be funding your Stay in PNG?

- ☐ Salary
- ☐ Company Sponsor
- ☐ Own funds
- ☐ Family

If you have ever change your name, are known by an alias, or own another passport, please provide details:

**PREVIOUS NAMES/ALIAS DETAILS:**

Family Name	Given Names	Date of Birth	Sex	Marital Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**OTHER PASSPORTS:**

Country of Issue	Passport Number	Passport Expiry Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

**ORGANISATIONAL SPONSOR:**

Organisational Name <input type="text"/>		Agent <input type="text"/>
Contact Address Number and Street <input type="text"/>		
Suburb/Town <input type="text"/>	State/Province <input type="text"/>	Postcode <input type="text"/>
Country <input type="text"/>	Business Telephone <input type="text"/>	Facsimile <input type="text"/>

**Have you visited PNG before?**☐ Yes ☐ No

If yes please give details of your last visit.

Date	Purpose of visit	Duration of visit	Address during stay
<input type="text"/> Day Month Year	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Have you ever been charged with or convicted of a criminal offence:**☐ Yes ☐ No

If yes, please give details of the date, nature of offence, place of conviction and the penalty imposed.

**Have you been deported from, or refused entry to Papua New Guinea, or any other country:** ☐ Yes ☐ No

If yes, please give details.

**Have you been a patient in a mental home/institution, or do you suffer from a disease which may constitute a health risk in Papua New Guinea:** ☐ Yes ☐ No

If Yes, please give details.

**ADDRESS****RESIDENTIAL:** Number and Street

Suburb/Town

State/Province

Postcode

Country

Home Telephone

Mobile Telephone

Your contact email address:

Do you agree to  
receiving?

Yes

email  
communication?

No

**PNG:** Number and Street

Town/Village

Province

Postal Address

Home Telephone

Mobile Telephone

**EMERGENCY CONTACT:**

Family Name

Given Names

Relationship to Applicant

Contact Address Number and Street

Suburb/Town

State/Province

Postcode

Country

Home Telephone

Mobile Telephone

**DECLARATION:**

By signing this form , I declare that the information provided on the form is true and correct at I have disclosed all information that may be relevant to determining whether I should be granted an entry permit to travel to and stay in Papua New Guinea. I am aware it is a criminal offence to provide information in this application which is false or misleading.

**Photograph**

Signature of Applicant/Parents/Guardian:

Date:

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## PLEASE READ THIS NOTES CAREFULLY BEFORE FILLING IN THE APPLICATION FORM

### GENERAL:

Papua New Guinea welcomes tourists and visitors. Our country is a rapidly developing country and has a great need of skilled people to help in its development. This country has its own Immigration and Labour legislation, the administration of which is the responsibility of the Minister and the Papua New Guinea National Parliament.

All persons entering Papua New Guinea must have a valid permit and a passport to enter. Permit are issued only for the purpose and period stated in the application.

The main condition for issue of permits that are common to all applicants are that they must have accommodation available, be not adversely recorded from a security point of view, be of good character, and be physically and mentally healthy.

An entry permit may be cancelled at any time

### TOURIST/VISITOR

Tourists and visitors can obtain entry permits for up to two months, provided they satisfy the general conditions mention above and

- (a) Have a return or onward airline ticket to a destination beyond Papua New Guinea and authority to enter therein;
- (b) Have funds to maintain themselves (K300.00 a month) or will be maintain by relatives;
- (c) They do not engage in any form of employment whether paid or unpaid; and
- (d) Any other conditions that may be imposed on arrival.

### OTHER NON-WORKING ENTRANTS

Persons entering for entertainment, research, filming, journalism, aid or religious purposes must state the

### ADDRESSES:

#### AUSTRALIA:

PNG Consulate General  
Christie Centre  
320 Adelaide Street, level 11/8  
Brisbane, QLD, 4000  
GPO Box 220  
Brisbane, QLD 4001  
Australia

PNG High Commission  
39-41 Forster Crescent  
PO Box E 432  
PARKES ACT 2600

#### INDONESIA:

Papua New Guinea Embassy  
Panin Bank Center, 6<sup>th</sup> Floor  
Jalan Jendral Sudirman 1  
JAKARTA 10270

#### NEW ZEALAND:

PNG High Commission  
279 Willis Street  
PO Box 197  
WELLINGTON

#### JAPAN

Papua New Guinea Embassy  
Mita Kokusai Building 3F 313  
4-28 Mita 1-Chome  
TOKYO

#### THE PHILIPPINES:

Papua New Guinea Embassy  
280 Magnolia Street  
Dasmarianas Village  
MAKATI METRO MANILA

purpose of their visit when lodging the request for an entry permit. This statement must be supported, in writing, by a sponsor in PNG.

### ENTRY FOR EMPLOYMENT

Papua New Guinea regulates entry of non-citizens seeking employment in the country.

Under the *Employment of Non-Citizens Act 2007*, which is administered by the Department of Labour and Industrial Relations, a non-citizen cannot engage in any form of employment whether paid or unpaid, unless prior approval is given. Further information may be found online at <http://www.workpermits.gov.pg/>

A non-citizen, who is employed or accepts employment without approval from the Department of Labour and Industrial Relations may have their visa cancelled and be liable for prosecution and deportation. Regular inspections are carried out by inspectors under the Act in Papua New Guinea to ensure these requirements are observed.

### WARNING:

Persons who do not observe the following requirements are liable to heavy penalties under Papua New Guinea Immigration Law.

- 1) Entry permit holders must ensure that they always have a valid permit and passport. Holders of expired or cancelled entry permits are prohibited immigrants and may be deported.
- 2) The Migration Act 1978 lays down penalties for persons who deliver or otherwise furnish for official purposes of the government, documents containing information or statements that are false or misleading.

#### SOLOMON ISLANDS:

Papua New Guinea High Commission  
PO Box 1109  
HONIARA

#### FIJI:

Papua New Guinea Embassy  
PO Box 2447  
SUVA

#### UNITED KINGDOM:

Papua New Guinea High Commission  
14 Waterloo Place  
LONDON SW1R 4AR

#### EUROPEAN COMMUNITY:

Papua New Guinea Embassy  
Avenue De Tervuren, 430  
1150 BRUSSELS

#### USA:

Papua New Guinea Embassy  
1779 Massachusetts Avenue  
NW Suite 805  
Washington, DC 20036

#### ALL OTHER COUNTRIES:

The nearest Australian Diplomatic Mission.