

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

New Zealand Immigration

[Office Address]
[City, State, Zip Code]

Subject: Explanation for New Zealand Visa Application

Dear Sir/Madam,

I am writing to provide additional information regarding my visa application submitted on [Date of Application]. My application reference number is [Application Reference Number].

I would like to clarify/further explain the following points:

1. **Purpose of Visit**:
 - [Detailed explanation of your purpose for visiting New Zealand.]
2. **Duration of Stay**:
 - [Clarify the duration of your intended stay and reason for that duration.]
3. **Financial Stability**:
 - [Provide details on your financial situation and ability to support yourself during your stay.]
4. **Accommodation Arrangements**:
 - [Explain your accommodation arrangements in New Zealand.]
5. **Ties to Home Country**:
 - [Discuss your connections to your home country that assure your return after your visit.]
6. **Employment Status**:
 - [Provide information about your current employment and any leave arrangements.]

I hope this additional information will assist in the processing of my visa application. If you need any further documents or clarifications, please do not hesitate to contact me at the provided phone number or email address.

Thank you for considering my application.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]