

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

To:

New Zealand Department of Internal Affairs  
Citizenship Office  
[Office Address]

Subject: Application for New Zealand Citizenship for My Child

Dear Sir/Madam,

I am writing to apply for New Zealand citizenship for my child, [Child's Full Name], born on [Child's Date of Birth].

[Child's Full Name] is currently [Age] years old and has been residing in New Zealand since [Date of Arrival]. [He/She/They] holds [mention any current visa or residency status] and meets all the necessary criteria for citizenship.

I have attached the following documents to support the application:

1. Birth certificate of [Child's Name]
2. Proof of residency
3. [Any other relevant documents]

Please process this application at your earliest convenience. Should you require any further information, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

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