

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Immigration New Zealand]
[Address]
[City, State, Zip Code]

Subject: Application for New Zealand Citizenship for Parents

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally submit an application for New Zealand citizenship on behalf of my parents, [Parent's Full Name 1] and [Parent's Full Name 2].

My parents have been residing in New Zealand since [Date of Arrival] and have established their lives here, contributing to the community and embracing the values of this great nation. They meet all the requirements set forth by Immigration New Zealand for citizenship and are eager to continue their journey as valuable members of our society.

Attached to this letter, you will find the necessary documents including:

1. Completed citizenship application forms
2. Birth certificates
3. Proof of residency
4. Character references
5. [Any other relevant documents]

We appreciate your attention to this matter and kindly request your assistance in processing their application. My parents are looking forward to the opportunity to fully participate in the life of this wonderful country.

Thank you for your consideration. Should you require any additional information or documentation, please do not hesitate to contact me.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]