

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

[Department of Internal Affairs]  
[Address of the Department]  
[City, State, Zip Code]

Subject: Application for New Zealand Citizenship

Dear Sir/Madam,

I am writing to formally submit my application for New Zealand citizenship. Please find attached all the necessary documents and forms required for this application.

**\*\*Personal Information:\*\***

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Place of Birth: [Your Place of Birth]
- Current Nationality: [Your Current Nationality]
- Residency Status in New Zealand: [Your Residency Status]
- Duration of Stay in New Zealand: [Duration]

**\*\*Attachments:\*\***

1. Completed Application Form
2. Proof of Identity (Passport/ID)
3. Proof of Residency (Visa, Utility Bills, etc.)
4. Birth Certificate
5. [Other supporting documents, if any]

I confirm that I have provided true and accurate information in my application.

Thank you for considering my application. I look forward to your response.

Sincerely,

[Your Signature (if sending by post)]

[Your Printed Name]