

## INITIAL DETAILS FORM

DATE: (Ngày)

This is an initial inquiry form to assist Pacific Legal to begin to assess your case. We are not acting for you until we have responded and agreed to do so. Nothing in this form constitutes legal advice. *(Day la mau don thu thap thong tin ve ban de Pacific Legal danh gia trong hop visa cua ban. Chung toi khong la dai dien phap luat cua ban cho den khi nao chung toi hoi dap va dong y lam dieu do. Khong co bat cu thong tin gi tren mau don nay duoc coi la loi tu van phap luat)*

If you provide correct contact details, we aim to respond to you within five (5) working days with our initial assessment or any further information you provide. *(Neu ban cung cap thong tin de lien lac voi ban chinh xac, chung toi se lien lac voi ban trong vong nam (5) ngay lam viec de cung cap danh gia cua chung toi va yeu cau cung cap them thong tin neu can).*

If responding by email for Yes / No questions, please delete the option that does not apply. *(Khi tra loi cac cau hoi Dong Y (Yes)/ Khong dong y (No), vui long xoa cac lua chon khong phu hop)*

Where possible, attach copies of *(Khi co the, vui long dinh kem)*

- Any letters you have from Immigration New Zealand (INZ) *(Thu hoac cac lien lac tu di tru New Zealand)*
- Any current employment offer or Individual Employment Agreement *(giay dong y cung cap viec lam hoac hop dong lao dong)*
- Other information requested below *(Cac thong tin can thiet duoi day)*

## SECTION A | DETAILS OF PERSON/S NEEDING ASSISTANCE

Details as shown on your passport	
First Name ( <i>Ten</i> )	
Last Name ( <i>Ho</i> )	
Date of Birth ( <i>Ngay sinh</i> )	
Nationality ( <i>Quoc Tich</i> )	
Gender ( <i>Gioi Tinh</i> )	
Passport Number & ( <i>So ho chieu hoac so khach tren thu cu di tru NZ</i> ) Immigration New Zealand Client Number (As shown on a visa label or INZ letter)	
Do you have your passport with you? ( <i>Ban hien co ho chieu khong</i> )	Yes / No ( <i>Co/Khong</i> )
Your contact details	
Your address ( <i>Dia chi Lien lac</i> )	Street: ( <i>Duong</i> )
	Suburb: ( <i>Tinh/quan/huyen</i> )
	City: ( <i>Thanh pho</i> )
Phone numbers ( <i>Dien thoai – bao gom ma vung</i> )	Home: ( <i>Nha</i> )
	Mobile: ( <i>di dong</i> )

Email address ( <i>Dia chi email</i> ) (Post is too slow for contact, if you have no email address, we recommend you open an email account or give us a trusted relatives email)					
Best time and way to contact you ( <i>Thoi gian tot nhat de lien he voi ban</i> )		Day / Time:  Mobile / Email			
<b>Previous Immigration Lawyer/Advisor</b>					
Had you previously requested immigration legal advice from Richard Small, Pacific Legal or Small Pacific? ( <i>Ban da tung nhan tu van phap luat tu Richard Small, Pacifica Legal hoac Small Pacific chua?</i> )		If so, did you proceed? Please give details ( <i>Neu co thi cung cap chi tiet</i> )			
Have you previously (or currently) had an Immigration Advisor or Lawyer act for you? ( <i>Ban da tung duoc tu van boi mot tu van vien di tru hoac luat su di tru chua?</i> )  (Provide any copies of letters/emails you have)		Yes / No (Co/Chua)  If 'Yes' ( <i>Neu co thi dien bang duoi day</i> )			
Name ( <i>Ten</i> )	Dates they acted for you ( <i>Ngay ho dai dien cho ban</i> )	Type of Application ( <i>Loai ho so</i> )	Estimated money paid ( <i>Ban da tra bao nhieu tien</i> )	Result of Application (if known) ( <i>Ket qua</i> )	When was your last contact with them? ( <i>Lan ban ban lien lac gan day nhat voi ho</i> )
<b>Current/Previous Visa Applications with Immigration New Zealand</b>					
Do you currently hold a valid visa? ( <i>Hien gio visa New Zealand cua ban con hieu luc khong?</i> )		Yes / No (Co/Khong)  If 'Yes', visa type: ( <i>Neu co, loai visa</i> )  Issue date ( <i>ngay cap</i> )  Expiry date: ( <i>ngay het han</i> )  If 'No', last visa held: ( <i>Neu khong</i> )  Expiry date: <i>Ngay het han</i>			

## SECTION B | QUALIFICATIONS (Bang Cap)

Do you have a post-secondary school qualification? ( <i>Ban co ban cap sau dai hoc khong?</i> )		Yes / No (Co/Khong)  If 'Yes' ( <i>neu co</i> )	
Name of qualification Ten Bang	Date obtained Ngay cap	Institute Name Ten trung	Studied Part/Full-Time (Hoc toan phan/ Ban phan)

Please list any other qualifications ( <i>Liet ke cac bang cap cua ban</i> )			

## SECTION C | EMPLOYMENT (*Viec Lam*)

Are you currently employed? ( <i>Hien gio ban co viec lam khong?</i> )		Yes / No ( <i>Co/ Khong co</i> )  If 'Yes', Details: ( <i>Neu co/cho chi tiet</i> ) Employer: ( <i>ten noi lam viec</i> ) Position: ( <i>Vi tri</i> ) Date started: ( <i>Ngay bat dau</i> ) Salary: ( <i>Luong</i> )	
Have you previously been employed? ( <i>truoc day ban da tung lam viec chua?</i> )		Yes / No ( <i>co/ Khong</i> )  If 'Yes' ( <i>neu Co</i> )	
Employer ( <i>Ten noi lam viec</i> )	Date from/until ( <i>Ngay bat dau/ket thuc</i> )	Position ( <i>Vi tri</i> )	PAYE/Cash ( <i>Luong</i> )
Have you had any issues with any of your employers? ( <i>Ban da tung co van de phuc tap gi voi chu cu chua?</i> )		Yes / No ( <i>Co/Khong</i> )  If 'Yes', details: ( <i>Neu co, cung cap chi tiet</i> )	
Did you hold valid visas allowing you to undertake your employment above? ( <i>Khi ban lam viec ban co visa phu hop cho phep ban lam viec khong?</i> )		Yes / No ( <i>co/khong</i> )  If 'No', details: ( <i>Neu khong, ghi chi tiet</i> )	

## SECTION D | YOUR FAMILY DETAILS (*Chi tiet ve gia dinh*)

### Your partner (if relevant)

Do you have a wife / husband / partner? ( <i>Ban co chong hoac Vo khong?</i> )	Yes / No ( <i>Co/Khong</i> )  <b>If 'No' – proceed to next section (<i>Neu khong thi tra loi phan ke tiep</i>)</b>  If 'Yes' – provide details ( <i>Neu co thi ghi chi tiet vao day</i> )
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	<p>Name: (<i>Ten</i>)</p> <p>Date of Birth: (<i>Ngay sinh</i>)</p> <p>If you are married, when did you get married? (<i>Neu ban da dam cuoi thi ghi chi tiet ngay cuoi</i>)</p>
<p>Is your partner a New Zealand resident or citizen? (<i>Chong cua ban co phai la cong dan hoac thuong tru nhan cua New Zealand khong?</i>)</p>	<p>Yes / No (<i>Co/Khong</i>)</p> <p>If 'No', what is their country of citizenship? (<i>neu Khong, quoc tich cua chong/vo cua ban la gi?</i>)</p> <p>Which country are they living in now? (<i>Ho dang song o nuoc nao</i>)</p>

### **Your partners education and employment**

Does your partner have a post-secondary school qualification? ( <i>Vo/chong ban co ban sau dai hoc khong?</i> )		Yes / No ( <i>Co/ Khong</i> )	
		If 'Yes' ( <i>Neu co</i> )	
Name of qualification ( <i>Ten bang cap</i> )	Date obtained ( <i>Ngay hoan thanh</i> )	Institute Name ( <i>Ten truong cap bang</i> )	Studied Part/Full-Time ( <i>Hoc toan phan hoac ban phan</i> )
Is your partner currently working? ( <i>Chong/vo cua ban co dang lam viec khong?</i> )		Yes / No ( <i>Co/Khong</i> )	
		If 'Yes' ( <i>Neu co</i> )	
Employer ( <i>Ten chu</i> )	Date started ( <i>Ngay bat dau</i> )	Position ( <i>Vi tri</i> )	PAYE/Cash ( <i>Luong</i> )

### **Your children (Con cua ban)**

Do you have children? ( <i>ban co con khong</i> )		Yes / No ( <i>Co/Khong</i> )				
		If 'Yes' ( <i>neu co</i> )				
Full name as shown on passport ( <i>Ho ten day du nhu tren ho chieu</i> )	Date of Birth ( <i>Ngay sinh</i> )	Country of Birth ( <i>Noi Sinh</i> )	M/F ( <i>Gioi tinh</i> )	Country of Residence/Citizenship ( <i>Noi thuong tru, quoc tich</i> )	Do they have valid visa ( <i>Con cua ban co visa Nz khong?</i> )	Which country do they live in now? ( <i>bay gio con cua ban song o nuoc nao?</i> )

Have any of your children been adopted in or out of your family (including cultural adoption) ( <i>con cua ban co tung duoc nhan lam con nuoi lan nao chua?</i> )	Yes / No ( <i>Co/Khong</i> )  If 'Yes' ( <i>Neu co</i> ) Name: ( <i>Ten</i> )  Age when adopted: ( <i>Tuoi khi duoc nhan lam con nuoi</i> ) Adopted in /out of family: ( <i>Gia dinh nhan lam con nuoi</i> )
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### Your parents (cha me cua ban)

Mother ( <i>Me</i> )	Full name: ( <i>Ten day du</i> ) Date of Birth: ( <i>Ngay Sinh</i> ) Marital Status: ( <i>Tinh trang hon nhan</i> ) Country of Residence: ( <i>Hien o nuoc nao</i> )
Father ( <i>Cha</i> )	Full name: ( <i>Ten day du</i> ) Date of Birth: ( <i>Ngay Sinh</i> ) Marital Status: ( <i>tinh Trang hon nhan</i> ) Country of Residence: ( <i>Hien o nuoc nao</i> )

### Your brothers and sisters (Anh chi em cua ban)

Full name as shown on passport ( <i>Ten day du nhu tren ho chieu</i> )	Date of Birth ( <i>Ngay sinh</i> )	Country of Birth ( <i>Noi sinh</i> )	M/F ( <i>Gioi tinh</i> )	Marital Status ( <i>Tinh trang hon nhan</i> )	Country of Residence/ Citizenship ( <i>Quoc Tich</i> )	Which country do they live in now? ( <i>Hien dang song o dau?</i> )

## SECTION D | YOUR PARTNERS FAMILY (if applicable) *Gia dinh vo chong (Neu co)*

### Your partners Parents

Mother ( <i>Me</i> )	Full name: ( <i>Ten day du</i> ) Date of Birth: ( <i>ngay sinh</i> ) Marital Status: ( <i>tinh trang hon nhan</i> ) Country of Residence: ( <i>Hien song o nuoc nao</i> )
Father ( <i>Cha</i> )	Full name: ( <i>Ten day du</i> ) Date of Birth: ( <i>Ngay sinh</i> ) Marital Status: ( <i>Tinh trang hon nhan</i> ) Country of Residence: ( <i>Hien song o nuoc nao</i> )

### Your partners Brothers / Sisters

Full name as shown on passport ( <i>Ten day du nhu tren ho chieu</i> )	Date of Birth ( <i>Ngay sinh</i> )	Country of Birth ( <i>Noi sinh</i> )	Male / Female ( <i>Gioi tinh</i> )	Marital Status ( <i>Tinh trang hon nhan</i> )	Country of Residence/ (Citizenship) ( <i>Quoc tich</i> )	Which country do they live in now? ( <i>Hien song o dau</i> )

**Children (other than those noted above) (con của bạn nếu không phải con đẻ)**

Full name as shown on passport ( <i>Ten tren ho chieu</i> )	Date of Birth ( <i>Ngay sinh</i> )	Country of Birth ( <i>Noi sinh</i> )	M/F ( <i>Gioi Tinh</i> )	Country of Residence/Citizenship ( <i>nuoc thuong tru</i> )	Do they have valid visa ( <i>ho co visa hay khong</i> )	Which country do they live in now? ( <i>Hien gio ho song o dau</i> )
Have any of your children been adopted in or out of your family (including cultural adoption) ( <i>Ho co con khong? Bao gom ca con nuoi</i> )	<p>Yes / No (<i>Co/Khong</i>)</p> <p>If 'Yes' (<i>Neu co</i>)  Name: (<i>Ten</i>)  Age when adopted: (<i>Tuoi khi nhan lam con nuoi</i>)  Adopted in /out of family: (<i>Gia dinh nhan con nuoi</i>)</p>					

**SECTION E | HEALTH (*Suc Khoe*)**

Do you, your partner, or any of your children suffer from medical conditions that might not be well treated in your home country? ( <i>Ban, chong/vo hoac con của bạn có bị vấn đề gì về sức khỏe mà không thu được trị liệu ở nước bạn không?</i> )	<p>Yes / No (<i>Co/Khong</i>)</p> <p>If 'Yes', who (<i>Neu co, ai la nguoi bi</i>)</p> <p>Details of condition: (<i>chi tiet cua van de suc khoe</i>)</p>
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**SECTION F | CHARACTER (*Tien An/ Tien Su*)**

Do you or your partner have any criminal convictions (including traffic offences)? ( <i>Ban hoac chong/vo của bạn đang từng phạm tội chưa? (bao gom ca toi co lien quan den giao thong?)</i> )	<p>Yes / No (<i>Co/Khong</i>)</p> <p>If 'Yes', who: (<i>Neu co, ai la nguoi phap toi</i>)</p> <p>Details of conviction/offence: (<i>Chi tiet cua toi</i>)</p>
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## SECTION G | OTHER (Cac Chi Tiet Khac)

Do you authorize any third person who is living in New Zealand to contact us on your behalf? ( <i>Ban da tung uy QUYEN cho mot nguoi dang song o NZ lam dai dien cho ban chua?</i> )	Details: ( <i>chi Tiet</i> )
What is the main reason you have contacted our office? ( <i>Ly do chinh ban lien lac voi van phong chung toi la gi?</i> )	
Is there any other positive or negative factor about you case we should be aware of? ( <i>Co chi tiet co loi hoac bat loi gi ve truong hop cua ban ma ban muon chung toi biet khong?</i> )	
How and where did you hear about our office? ( <i>Lam sao ban biet ve van phong cua chung toi</i> )	

**SIGNED (Ki Ten)** \_\_\_\_\_

**DATE (Ngày Ki)** \_\_\_\_\_

All information on this form will be kept confidentially by Pacific Legal for the purpose of assessing your case and contacting you for more details. Please return this form to the email or fax below. (*Tat ca cac thong tin ban cung cap tren mau don nay deu duoc giu bi mat boi Pacific Legal va duoc su dung vao muc dinh danh gia truong hop cua ban hoac de lien lac voi ban de thu thap them thong tin. Vui long gui lai mau don nay sau bang Email hoac Fax*)

You are welcome to contact us to seek access or correction to the information on this form. (*Ban co QUYEN lien he voi chung toi de yeu cau sua thong tin ban da tra loi trong mau don nay neu thong tin khong chinh xac*)

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**Notes (Cac ghi chu khac)**