

**Statutory Declaration**

Use this form to verify your documentation by Statutory Declaration

**Important information:**

A statutory declaration is a legally binding document which may be used in legal proceedings in New Zealand under the Oaths and Declarations Act 1957. The declaration must be taken in front of an authorised person to confirm to us that what has been declared is true and correct.

The purpose of the declaration is to allow you to attest that you meet the eligibility criteria for paying your APC by instalment, as set out in the *Policy on eligibility to pay APC by instalment*.

1. Please use this form to attest that you meet the eligibility criteria by Statutory Declaration.
2. **If you are in New Zealand**, the declaration can be taken in New Zealand in front of one of the following:

* A person enrolled as a barrister and solicitor of the High Court
* A Justice of the Peace
* A notary public
* The Registrar of a Deputy Registrar of the Supreme Court
* The Registrar of a Deputy Registrar of the Court of Appeal
* The Registrar of a Deputy Registrar of the High Court or a District Court
* Some other person authorised by law to administer an oath
* A member of Parliament
* A Legal Executive who is a Fellow of the relevant professional body and employed by a barrister and solicitor of the High Court of New Zealand
* An employee of the New Zealand Transport Agency authorised for that purpose
* An employee of the Public Trust authorised for that purpose
* An officer in the service of the Crown, or of a local authority (Regional Council, City Council or District Council).

1. **If you are in another ‘Commonwealth country’**, the declaration must be taken in front of one of the following:

* A Judge
* A Commissioner of Oaths
* A notary public
* A Justice of the Peace
* Any person authorised by the law of that country to administer an oath there for the purpose of a judicial proceeding
* A solicitor of the High Court of New Zealand
* A Commonwealth representative (These include: Ambassador, High Commissioner, Commissioner, Minister, Counsellor, Chargé d’Affaires, Head of Mission, Consular Officer, [Pro-consul], Trade Commissioner, or Tourist Commissioner of a Commonwealth country (including New Zealand) includes any person lawfully acting for any such officer; any diplomatic secretary on the staff of any such Ambassador, High Commissioner, Commissioner, Minister, Counsellor, Chargé d’Affaires, or Head of Mission).

1. **If you are in a non-Commonwealth country** – the declaration must be made before:

* A Commonwealth representative
* A Judge
* A notary public
* A solicitor of the High Court of New Zealand.

1. Please attach any documentation referred to in your declaration with this form.



**Statutory Declaration**

Use this form to attest that you meet the eligibility criteria by Statutory Declaration

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[name as appears in full on passport]

Of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Address in full]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Occupation]

Do solemnly and sincerely declare that:

* I have earned $32,000 or less gross income per annum (this includes both personal and business income in New Zealand and overseas). I have provided proof of this income from all sources for the previous tax year (i.e. a certified declaration of earnings or a taxation statement) that is no more than 12 months old with my application, as requested in the *Policy on eligibility to pay APC by instalment*.
* I do not receive any employer contribution towards my APC fee.
* I do not qualify for special assistance of payment of professional registration fees from Work and Income New Zealand (WINZ)

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the Oaths and Declarations Act 1957.

Signature of declarant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Declared on / / (day / month/ year)

Before me (name)

(signature)