

Funeral Grant application



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

A Funeral Grant may help with some of the funeral costs for a person who has died. Funeral Grants are asset and income tested. Other conditions also apply.

For more information:

- visit our website workandincome.govt.nz
- call **0800 552 002** (for seniors)
- call **0800 559 009** (for all others)

Funeral Grants may not be granted if the funeral costs are covered by another organisation, for example ACC, Veterans' Affairs. For more information visit their websites or call them:

- acc.co.nz or call **0800 101 996**
- veteransaffairs.mil.nz or call **0800 483 8372 (0800 4 VETERAN)**

Who can apply

The person applying for a Funeral Grant must be able to provide estate details and other information about the person who has died (including details about any children they were responsible for).

To apply you need to complete this application form and return it along with other information we need. You can post it or drop it off at your nearest Work and Income office, or contact us to make an appointment.

What to provide

You need to provide this application and other supporting documents. Use the list below to check what these will be.

Talk to us if you do not have the information, have given it to us recently or if there might be a delay in getting it.

Death confirmation – for example, the person's death certificate, funeral director confirmation, newspaper death notice.

Funeral expenses – the itemised funeral account. If this is already paid, the original receipt and proof of bank account of the person who paid the funeral account, for example a bank statement or preprinted deposit slip.

Proof of who you are – for example, Community Services Card, SuperGold Card, driver licence, passport.

If you're using identification that has expired, it must not be more than two years past the expiry date.

If you are representing an organisation – for example Public Trust, solicitors, funeral director, please provide proof you work for the organisation.

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If the person who died received NZ Super, a benefit or other help from us, write their client number if you know it. It can be found on their Community Services Card or SuperGold Card if they had one.

Client number

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1 Details of the person who has died

What is the full name of the person who has died?

First and middle names

Surname or family name

ATTACHMENT FOR Q1:

Please bring confirmation of the person's death. For example, death certificate, funeral director confirmation, newspaper notice. If you don't have it, please talk with us.

If the person who died was a stillborn child please bring a birth certificate, or letter from an obstetrician or midwife, or the hospital discharge report.

2 What was their date of birth?

Day Month Year

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3 What date did they die?

Day Month Year

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4 Did the person die as a result of an accident?

 No Yes

ACC may provide assistance. Please discuss with Work and Income before completing this form.

5 Did the person receive a Veteran's Pension, War Pension or serve in the New Zealand Armed Forces?

 No Yes

Veterans' Affairs may provide assistance. Please discuss with Work and Income before completing this form.

6 Where did they die?

Town/City

Country

NZ residency status

7 Was the person ordinarily resident in New Zealand when they died?

 No

Please discuss with Work and Income before completing this form.

 Yes

INFORMATION FOR Q7:

This means that the person considered New Zealand their home, were legally resident, usually lived here and intended to stay.

Tell us about their relationship status

8

Was the person who died a child?

 No Yes

[Go to question 13](#)

① INFORMATION FOR Q8 AND Q10:

A child is a single person under the age of 18 years, unless they were 16 or 17 years and financially independent.

9

Was the person who died survived by a partner?

 No Yes

[Go to question 13](#)

② HOW TO ANSWER Q10:

The child's name should be the same as on the child's birth certificate. If you don't know, talk with us. You may need to provide more information.

10

Did the person who died have any children they were legally responsible for?

 No

[Go to question 11](#)

 Yes

↓ [If yes, please provide the child's details below](#)

Child's full name

Child's date of birth

	/ /
	/ /
	/ /

[Go to question 13](#)

Single person's property details

① INFORMATION FOR Q11:

You may need to provide proof of the value and equity in the home.

Examples of money owed against the home include mortgages, reverse annuity mortgages. If you don't know, please talk with us.

11

Did the person who died have any of the following on the date they died?

Car, boat, caravan, motorhome

 No Yes

Value

Their own home (primary place of residence)

 No Yes

📎 ATTACHMENT FOR Q11:

You need to provide the rates notice showing rating valuation if they owned their own home.

12

Is there any money owed against their home?

The person did not own their own home.

 No Yes

→ [If yes, how much is owed?](#)

If the person who died was single and did not have any children they were legally responsible for, please answer questions 11 and 12.

Otherwise please go to question 13.

Tell us about the person's assets

13

Did the person who died have any of the following on the date they died?

- Money in the bank or other savings No Yes
- Bonds, shares, debentures or stocks No Yes
- Money lent to other people or organisations No Yes
- Other homes or property (other than their primary place of residence) No Yes
- Boat, caravan or motorhome No Yes
- Superannuation scheme No Yes
- Pension fund No Yes
- Life insurance No Yes
- Prepaid funeral plan/whanau plan No Yes
- Other assets No Yes

HOW TO ANSWER Q13:

You don't need to tell us about their own home or items for personal use.

INFORMATION FOR Q14:

You may need to provide proof of assets and their value.

14

Did you answer 'yes' to any of the assets listed in question 13?

No Yes **↓ If yes, please provide more details about each one below**

Type of asset	How much is it worth?	How much is owed on it?
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

Trust information

15

Was the person involved in a trust, or had they ever been involved in a trust?

'Involved' means one or more of the following:

- you've set up a trust, usually by making a gift of assets or property
- you've transferred assets to a trust
- you make decisions about managing a trust
- you benefit from a trust, for example, by receiving income such as trust distributions.

No Yes **↓ If yes, please write the name of the trust**

Name of trust

Tell us who is administering the estate

16

HOW TO ANSWER Q16

For example, a solicitor or public trustee.

Who is administering the estate of the person who died?

Name of person or organisation

Person or organisation's contact details

Address	
Phone number	()
Mobile number	()
Email	

Tell us about the funeral expenses

17

ATTACHMENT FOR Q17:

You need to provide the itemised funeral account.

What expenses are you applying for?

	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

ATTACHMENT FOR Q18:

If the funeral account has already been paid, you need to provide the original receipt and the bank account of the person who paid it (for example a bank statement).

18

Has the funeral account been paid?

- No Any payment will be made directly to the funeral director
- Yes Any payment will be made directly to the person who paid the funeral account.

[Go to 'Next steps' section](#)

↓ If yes, please provide bank account details below

The account is in the name of:

The account number is:

Bank	Branch	Account number	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Next steps:

If the person who died was a child under the age of 18 years
(but was not 16 or 17 years and financially independent)

[Go to question 19](#)

If the person who died had a partner

[Go to question 19](#)

If the person who died did not have a partner

[Go to question 30](#)

Funeral Grant

partner or parent/guardian form



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This section is to be completed by:

- the partner of the person who has died, or
- the parent or guardian of a child who has died. A child is under the age of 18 years (unless they were 16 or 17 and financially independent).

Please tell us your details

19

Are you:

- the partner of the person who has died?
- the parent or guardian of the person who has died?

20

What is your full name?

Mr Mrs Ms Miss Other

First and middle names

Surname or family name

21

What date were you born?

Day Month Year

22

Where do you live?

Flat/House number Street name

Suburb Town/City

Country

HOW TO ANSWER Q23:

Mailing address can include a postal box (PO Box), rural delivery details, or C/O address.

23

Is your mailing address different from where you live?

No Yes

24

How else can we contact you?

Tick the best way for us to first contact you

Home phone	()	
Mobile phone	()	
Other phone	()	
Email		

Tell us about any income

25

Do you expect to get any income or payments in the next 52 weeks?

- Wages or salary No Yes
- Termination pay No Yes
- Redundancy pay No Yes
- Accident compensation (eg ACC) No Yes
- Income insurance (replacement/protection) No Yes
- Farm or business income No Yes
- Payments from self-employment or contract work No Yes
- Interest from savings, investments, or bonds No Yes
- Dividends from shares, unit trusts, or managed funds No Yes
- Income from rents No Yes
- Payments from boarders or flatmates No Yes
- Child Support payments (private arrangement or through Inland Revenue) No Yes
- Other income for a child No Yes
- Maintenance payments No Yes
- Payments from a former partner No Yes
- Student Allowance, scholarship, or Student Loan living cost payments No Yes
- Overseas pension, benefit or allowance payments No Yes
- Other superannuation or retirement scheme income (government or private) No Yes
- Income from an estate, if you've inherited money No Yes
- Income from trusts No Yes
- Other No Yes

INFORMATION FOR Q25:

We need to know about any income for a surviving partner or the parent/s or guardian/s of a deceased child.

Parents/guardians please show income from similar sources as a combined total.

You don't need to tell us about NZ Super/Veteran's Pension or any assistance paid by Work and Income.

ATTACHMENT FOR Q26:

26

Did you answer 'yes' to any of the sources of income listed in question 25?

No Yes

↓ If yes, tell us more details about each one below

Where did the income come from?	You	Payment made to? Jointly with partner
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

Tell us about your assets

27

Do you or your partner have any of the following cash assets?

- Money in bank or other savings No Yes
- Bonds, shares, debentures or stocks No Yes
- Money lent to other people or organisations No Yes
- Property you don't live in No Yes
- Other cash assets No Yes

Don't include any cars, boats, caravans or motorhomes mainly used for family purposes.

ATTACHMENT FOR Q27:

You may be asked to provide proof of your assets and their value.

28

If you answered 'yes' to any of the assets listed in question 27, please write the details below.

ATTACHMENT FOR Q28:

You may be asked to provide proof of these details.

Type of asset	How much is it worth?	How much do you owe on it?
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

Are you involved in a trust?

29

Are you involved in a trust, or have you ever been involved in a trust?

'Involved' means one or more of the following:

- you've set up a trust, usually by making a gift of assets or property
- you've transferred assets to a trust
- you make decisions about managing a trust
- you benefit from a trust, for example, by receiving income such as trust distributions.

No Yes **↓ If yes, please write the name of the trust**

Name of trust

Funeral Grant applicant's form



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If you're applying for a Funeral Grant you need to complete questions 30-35 if you:

- are **not** the partner of the person who has died
- are **not** the parent of a dependent child who has died.

30

Are you the partner or parent of the person who has died?

No

Go to question 31

Yes

Go to the Signature page

31

What is your full name?

Mr

Mrs

Ms

Miss

Other

First and middle names

Surname or family name

32

Are you applying on behalf of an organisation managing the estate of the person who died?

No

Yes



If yes, please provide the details below

Name of the organisation

33

What is your address?

Flat/House number

Street name

Suburb

Town/City

Country



HOW TO ANSWER Q34:

Mailing address can include a postal box (PO Box), rural delivery details, or C/O address.

34

Is your mailing address different from where you live?

No

Yes



If yes, tell us your mailing address

35

How else can we contact you?

Tick the best way for us to first contact you

Home phone	()	
Mobile phone	()	
Email		

Signature page for Funeral Grant

Partner or parent/guardian

By signing this form I confirm that:

- I am aware of and understand the Privacy Statement contained in this application.
- The information I have given is true and complete.

Partner or parent/guardian's name (print)

Partner or parent/guardian's signature

Day

Month

Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Applicant (if not the partner or parent/guardian of a child who has died)

By signing this form I confirm that:

- I am aware of and understand the Privacy Statement contained in this application.
- The information I have given is true and complete.

Applicant's name (print)

Applicant's signature

Day

Month

Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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How we protect your privacy



MINISTRY OF SOCIAL
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Collecting your information

We collect your personal information, so we can provide income support, NZ Super or Veteran's Pension, Student Allowance, or Loans and connect you with employment, education and housing services. We do this under various Acts, which are all listed on our website at workandincome.govt.nz/privacy

- To help us do this, we collect information about your identity, your relevant history, and your eligibility for our services.
- We get this information directly from you, and we sometimes collect information about you from others, including other government agencies.
- You can choose not to give us your personal information, but we might not be able to help you if you don't.

Using your information

We use the information you give us to make decisions about the best way to help you.

- These decisions may be about:
 - whether you're eligible for our services
 - running our operations and ensuring our services are effective
 - the services we'll provide in the future.

Sharing your information

Sometimes, we need to share your information outside our Ministry to reach our goal of helping New Zealanders to be safe, strong, and independent.

- To do this, we may share your information with:
 - prospective employers to help you find work
 - contracted service providers that help us to help you
 - health providers if we need your medical information to assess your eligibility
 - other government agencies when we have an agreement with them
 - some other governments if you may be eligible to get or are getting an overseas pension.
- We also share personal information when the law says we have to.

Respecting you and your information

We make sure we follow the Privacy Act to do what's right when we use your information.

- We treat you and your information with respect, by acting responsibly and being ethical.
- We make sure any technology we use meets strict security standards so it keeps your information safe.

Get in touch if you have a question

You have a right to ask to see your personal information, and to ask for it to be corrected if it's wrong.

- If you have a question or a complaint, please get in touch.
- You can find full details about what we do with personal information in our privacy notice at:
workandincome.govt.nz/privacy