

Temporary Additional Support application form



MINISTRY OF SOCIAL DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

Temporary Additional Support helps with essential costs for a short time when you've tried everything you can think of, and still cannot pay for them.

Tell us about yourself

Client number

It's on your Community Services Card, or if you've applied for support from StudyLink or Work and Income before it's on a letter from us.

Tell us your details

1

What is your full name?

First and middle names

Surname or family name

2

What date were you born?

Day Month Year

3

Where do you live?

Flat/House number

Street name

Suburb

Town/City

HOW TO ANSWER Q3:

If you live in a rural area, flat/house number could include your RAPID number, fire number, emergency services number.

4

Is your mailing address different from where you live?

No

Yes



If yes, tell us your mailing address

HOW TO ANSWER Q4:

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

5

How else can we contact you?

Tick the best way for us to first contact you

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

HOW TO ANSWER Q5:

Please only give us contact details you'd like us to use.

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Do you live alone?

No



If no, write below the names of the others you live with

Yes

First name

Surname or family name

Relationship to you

Tell us about your income and assets

Tell us about income in the last 52 weeks?

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Did you get income from any of the following sources in the last 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 Jointly with partner
- Farm or business income No Yes Jointly with partner
- Payments from self-employment or contract work No Yes Jointly with partner
- Interest from savings, investments, or bonds No Yes Jointly with partner
- Dividends from shares, unit trusts, or managed funds No Yes Jointly with partner
- Income from rents No Yes Jointly with partner
- Payments from boarders or flatmates No Yes Jointly with partner
- 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 Jointly with partner
- Income from trusts No Yes Jointly with partner
- Other No Yes Jointly with partner

ATTACHMENT FOR Q7:
Bring a copy of your business accounts.

INFORMATION FOR Q7:
In this application form, 'partner' means the person you're married to or in a civil union or relationship with, not a business partner.

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Did you answer 'yes' or 'jointly with partner' to any of the sources of income listed in question 7?

No Yes

↓ If yes, tell us the total before-tax amounts, for the last 52 weeks

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

ATTACHMENT FOR Q8:
You need to show us proof of income you've received in the last 52 weeks and details of your income for the last 26 weeks.

Tell us about any Working for Families tax credits you get

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Do you or your partner get any Working for Families tax credits from Inland Revenue?

- No tax credit
 Family tax credit
 Minimum family tax credit
 Parental tax credit
 In-work tax credit
 Best Start tax credit

↓ Please write the details of any tax credits below

Type of tax credit	You	Your partner	How often? (For example, weekly, fortnightly)
	\$	\$	
	\$	\$	
	\$	\$	

Tell us about your assets

10

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
 Other cash assets No Yes

ATTACHMENT FOR Q10:
You may be asked to provide proof of your assets and their value.

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

Type of asset	You	Your partner	Jointly owned
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$

HOW TO ANSWER Q12:
Examples of property you don't live in include, land, holiday home, bach/crib, investment property.

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

- Property you don't live in No Yes
 Boat, caravan or motorhome No Yes
 Other No Yes

ATTACHMENT FOR Q13:
You may be asked to provide proof of these details.

13

If you answered 'yes' to any of the non-cash assets listed above, please write the details below.

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

Are you involved with a trust?

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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

ATTACHMENT FOR Q11:

You'll need to show us trust documents, such as the trust deed, deed of debt, gift statements, accounts.

Tell us about your costs

Tell us what essential work-related costs you need to pay to keep working

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Are you or your partner working?

 No

Go to question 17

 Yes

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Do you or your partner have any essential costs that you have to pay to keep working?

 No

 Yes

↓ If yes, please write the details below

INFORMATION FOR Q16:

These are the only work-related essential costs we may be able to help you with.

ATTACHMENT FOR Q16:

You'll need to show proof of these costs.

Type of cost	How much?	How often? (For example, weekly, fortnightly)
Running costs for a vehicle you use to get to and from work	\$	
Repayment costs for a vehicle you use to get to and from work	\$	
Public transport to and from work	\$	
Telephone, if it is a condition of your work	\$	
Childcare	\$	

Tell us how much it costs you for the place where you and your family live

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Are you getting, or are you applying for, an Accommodation Supplement?

 No

 Yes

Go to question 31

18

Do you pay rent?

 No

Go to question 24

 Yes

19

Do you pay rent to Kāinga Ora or an approved community housing provider?

 No

 Yes

20

What is the total amount of rent paid each week for your home?

 \$

INFORMATION FOR Q18:

By rent we mean the amount you pay is for your accommodation only and doesn't include other costs such as food or electricity.

ATTACHMENT FOR Q21: **21**
 You'll need to show proof of what you pay for rent.

ATTACHMENT FOR Q22: **22**
 You'll need to show proof of what you pay for water rates.

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How much of this total amount do you pay for you and your family?

\$

Do you pay water rates separately from your rent?

No Yes **↓ If yes, please tell us how much you pay**

\$ How often

What is the name, address and telephone number of the person or organisation you pay rent to?

Go to question 31

INFORMATION FOR Q24: **24**
 By board we mean the amount you pay for your accommodation where it includes food costs and may also include other costs like electricity.

Do you pay board?

No **Go to question 27** Yes **↓ If yes, list what costs your board includes**

25

What is the total amount of board you pay for you and your family?

\$

ATTACHMENT FOR Q25:
 You'll need to show proof of what you pay for board.

26

What is the name, address and telephone number of the person or organisation you pay board to?

Go to question 31

27

Do you own the home you live in?

No **Go to question 31** Yes

HOW TO ANSWER Q28: **28**
 Only include mortgages you used to buy or alter your home. Include both interest and principal. List any other mortgages such as a second mortgage or revolving mortgage. Don't include contents insurance.

What are your home ownership costs?

How often do you make the payment (such as weekly, monthly or yearly)?

	Who do you pay?	How much do you pay?	How often do you make the payment (such as weekly, monthly or yearly)?
First mortgage		\$	
Other mortgage		\$	
House insurance		\$	
Mortgage insurance		\$	
Rates		\$	
Ground lease		\$	
Water rates		\$	
Body corporate fees		\$	

ATTACHMENT FOR Q28:
 You'll need to show proof of your home ownership costs.

ATTACHMENT FOR Q29: **29**
Bring receipts for any repair and maintenance costs.

Did you have to pay for repairs and maintenance to your home in the last 12 months?

No Yes **→ Please write the total amount**

30

Have you received a rates rebate in the last 52 weeks?

No Yes Amount \$ Rating year 1 July
to 30 June

Tell us about other essential costs

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Do you or your family have any regular essential costs?

No Yes **↓ If yes, please provide the details below**

INFORMATION FOR Q31:
Essential regular costs can include:

- hire purchase
- vehicle repayments
- costs relating to a health condition or disability
- lease or hire of an essential household item such as fridge, washing machine, stove.

ATTACHMENT FOR Q31:
You'll need to show proof of these costs.

HOW TO ANSWER Q32:
Don't include toll or mobile phone costs.

32

Do you need a telephone for safety or security reasons, or because of special family circumstances?

No Yes **↓ If yes, please write the details below**

Item	Amount	How often (for example, weekly, fortnightly)?	Start or purchase date	End date
	\$		/ /	/ /
	\$		/ /	/ /
	\$		/ /	/ /
	\$		/ /	/ /
	\$		/ /	/ /
	\$		/ /	/ /

If you don't get the Disability Allowance and your costs are health-related, please tell us.

ATTACHMENT FOR Q32:
Unless we already have this information, please bring:

- proof of phone payments
- proof of the need, such as a Court Order, or verification from Police, Women's Refuge, or a similar organisation.

How much do you pay?

How often? (weekly, fortnightly, monthly)

Child support

If you pay child support and the monthly amount you have to pay is a 'formula assessment' set by Inland Revenue, the child support can be included when we work out your Temporary Additional Support. You don't have to provide this information but, if you don't, you may not receive the full amount of Temporary Additional Support you're eligible for. We can't include other types of child support.

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Do you or your partner have child support costs?

No, I/we don't have child support costs, or don't want to include them.

[Go to question 37](#)

Yes, I/we have child support costs.

34

Is the amount you or your partner have to pay a formula assessment set by Inland Revenue?

No

[Go to question 37](#)

Yes

INFORMATION FOR Q35:

You can find the amount you have to pay and the date you have to pay it from in MyIR or your 'child support to pay' letter.

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Please tell us the amount you or your partner have to pay.

Who has to pay?	Amount you have to pay each month	Date you have to pay this amount from
Me	\$	/ /
My partner	\$	/ /

INFORMATION FOR Q36:

Details about how and when we share your personal information can be found at workandincome.govt.nz/privacy

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Please tell us how you'd like to provide proof of the child support you have to pay.

We'll need proof of how much you have to pay. There are two ways to do this:

- Inland Revenue can share the information with us.

If you agree, Inland Revenue can tell us about your monthly child support costs. They'll share your name, date of birth, IRD number as well as your current and expected child support costs. We'll use this information to process the application for Temporary Additional Support.

You will still need to let us know if your child support costs change while you're getting Temporary Additional Support. We'll work with you to make sure you're getting paid the right amount and resolve any under or over payments.

They'll also tell us if they're managing other types of child support for you, even if it can't be included in your application. We'll only use this information to help answer questions you might have.

We'll ask for your consent each time you re-apply for Temporary Additional Support.

- You can provide your 'child support to pay' letter from Inland Revenue.

You will still need to let us know if the amount of child support you have to pay changes while you're getting Temporary Additional Support.

I agree that Inland Revenue can share my child support costs if requested by the Ministry of Social Development.

My partner agrees that Inland Revenue can share their child support costs if requested by the Ministry of Social Development.

I do not agree to my information being shared, and will provide the 'Child Support to Pay' letter from Inland Revenue.

Tell us what you've done to try to pay your essential costs

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What steps have you and your partner taken to get other help, reduce costs, or increase income?

Obligations and signature

Let us know when things change

You need to let us know about changes that might affect the amount you're paid, like:

- starting, stopping or changing jobs
- starting or finishing part-time or full-time study
- changes to your pay or other income, including getting an overseas pension
- starting to run a business (for yourself or someone else).

Changes to information about you or your family, like:

- name, address, contact details or bank account number
- starting or ending a relationship, marriage, or civil union
- a partner passes away
- the number of children in your care, including having another baby.

Change to where you live or how much it costs, like a rise or drop in your rent, board, mortgage or rates.

We also need to know if you:

- are travelling overseas
- go into or come out of hospital
- are being held in custody or on remand.

Your rights

If you don't think we have things right or there's something you don't understand:

- call us – we can usually fix it over the phone
- you have the right to ask us to review the decision. Find out how at msd.govt.nz/reviews

Signature

- I've answered all the questions that apply to me and my situation.
- I understand the changes I need to let you know about .
- The information I've given you is true and complete.
- If I have given consent on page 7, MSD and Inland Revenue can share information about the child support I have to pay.
- I understand what you do with my personal information and how you protect my privacy. More detailed information can be found at workandincome.govt.nz/privacy

Applicant's name (print)

Applicant's signature

Day Month Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Partner's name (print)

Partner's signature

Day Month Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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