

Special Needs Grant – International Custody Dispute Payment



Work and Income
Te Hirainga Tangata

A service of the Ministry of Social Development

CLIENT NUMBER

If you need help with this form call us on ☎ **0800 559 009**.

Who can get this payment

If you need help filling in this form, please ask at your nearest Work and Income Service Centre or phone:
within New Zealand ☎ **0800 559 009**
outside New Zealand ☎ **+64 991 30300**.

To be eligible for the Special Needs Grant – International Custody Dispute Payment, you must:

- be the principal caregiver of a dependent child(ren), **and**
- be in hardship, **and**
- have exhausted all other avenues of financial support that might reasonably be available.

Also, you must either be:

- in New Zealand under a **temporary or limited purpose permit** with the child for the purposes of resolving custody and access proceedings, **or**
- a New Zealand citizen/permanent resident and in another country under the **Hague Convention** to resolve the custody dispute.

This is an income and asset tested payment.

What to provide

Please ask Work and Income staff for help if:

- you do not have any of the documents we have asked for
- you think there could be a delay in providing this information
- you would like to know about extra help.

When you apply for the Special Needs Grant – International Custody Dispute Payment, you will need to complete this application form and provide the following for yourself and your partner (if you have one):

- For New Zealand born clients, one form of government-issued documentation stating your full legal name and date of birth (eg your birth certificate, passport, driver's licence, firearms licence, deed poll etc)
- For clients born overseas, proof of your lawful presence in New Zealand (eg New Zealand passport, other country passport with residence visa or visitor's permit, citizenship certificate, etc)
- Two more documents supporting your identity. These could include your marriage certificate, bank statement, phone or power account, driver's licence, etc)

Note: One of the documents requested above must be at least 2 years old.

- Full birth certificates for your children.
- Proof of any name change.
- A form or letter from Inland Revenue showing your IRD (tax) number.
- Gross income details (eg weekly gross wage and gross holiday pay) for the 52 week period immediately before application **and** details of your last 26 weeks gross income.
- Proof of any accommodation costs.
- Proof of bank account details.
- Proof of your and your partner's (if you have one) assets.
- Proof of custody proceeding and court dates.

Please provide verified photocopies of identification not the original documents. Verified photocopies can be made at any Work and Income service centre or by a solicitor.

Privacy Statement

The legislation administered by the Ministry of Social Development allows us to check the information that you give us in this form.

This may happen when you apply for a benefit and at any time after that.

The Privacy Act 1993 requires us to tell you that:

- The information you give us is collected under the authority of the legislation administered by the Ministry of Social Development.
- The information will be held by the Ministry of Social Development.
- The information is collected for the purposes of the legislation administered by the Ministry of Social Development (including Work and Income, Child, Youth and Family and other service lines of the Ministry), and in particular for:
 - granting benefits and other assistance under the Social Security Act 1964
 - providing employment related services
 - statistical and research purposes
 - providing advice to Government
 - care and protection needs of children
 - providing support and services for you and your family
 - providing education related services.
- Work and Income may contact health providers to verify any health related information you give us.
- Other information that you give us on your skills, aspirations, family circumstances etc, and that is not required to assess your entitlement to a benefit may be used to provide a better service to you by the Ministry of Social Development.
- The information you give us may be compared with information held by Inland Revenue, the Ministry of Justice, the Department of Corrections, the New Zealand Customs Service, the Department of Internal Affairs, the Accident Compensation Corporation, Housing New Zealand Corporation, Ministry of Health and Immigration New Zealand. It may also be compared with social security information (for example, pension or benefit information) held by other governments (including Australia and the Netherlands).
- Under the Privacy Act 1993 you have the right to ask to see all information we hold about you, and to ask us to correct that information.
- You are not required to give us information, but if you do not give us all the information we ask for, your application for benefits may be declined.

Obligations

Work situation changes include starting part-time, casual or full-time work, whether paid or unpaid.

Changes in your living situation include:

- marriage or separation
- starting or ending a civil union
- starting or ending a de facto relationship with someone of the same or opposite sex
- change in the number of children supported
- change in accommodation costs.

I must tell Work and Income immediately if either my partner or I:

- have a change in financial circumstances
- intend to travel overseas
- have changes to personal details (such as name, address or bank account details)
- have been granted an overseas pension
- have any other changes that may affect my/our finances
- lose care of our child(ren)
- get residence/work permit
- get work
- leave the country
- reach an outcome of the custody access proceeding.

Important

I understand that:

- if I have made a false statement **or**
- if I have failed to answer all the questions in full **or**
- if I do not tell Work and Income about changes in my life that might affect my entitlement or rate

then

- my benefit may be reviewed and cancelled **and**
- I will have to pay back the total amount of any overpayment that I have received.

Additional information

Information required by

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

Contact name

Your client number is:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Special Needs Grant – International Custody Dispute Payment



Work and Income
Te Hiranga Tangata

A service of the Ministry of Social Development

CLIENT NUMBER ||

Please read this before you start

Please check that you have all relevant “What to bring” items on the front of this form.

Please complete all questions – if not applicable write N/A.

Personal details

Q2 note: Give any other names that you use now or have used in the past (including your maiden name).

Q4 note: Please tick one box to show the title you want to be known by.

1. What is your name?

First name(s)

Surname or family name

2. Are you known by or have you used any other names?

No Yes ▶ Please provide details below:

3. Are you: Male Female

4. What do you want to be called?

Mrs Miss Ms Mr No title Other

5. What is your date of birth?

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

Address

Q6 note: If you live in a rural area, a house number could include:

- RAPID number
- fire number
- emergency services number.

Q7 note: Mailing address includes:

- postal box (PO Box)
- rural delivery details
- C/O address.

6. Where do you live?

Flat/house no. Street name

Suburb

City

7. What is your mailing address (if different from above)?

If you live at a rural address please include your rural delivery details here:

8. How can we contact you?

Work phone

Home phone

Mobile phone

Email

Fax

Periods of overseas residence

Q19 note: Periods of overseas residence may affect entitlement to some benefits.

This information is required to assess eligibility to any overseas benefits and pensions.

For more information call International Services on

☎ 0800 777 227.

19. Have you lived in any countries outside New Zealand?

No Yes ▶ Please provide details below:

Name of country	Entry date	Exit date	Purpose (eg working, immigration)
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	

Overseas pensions and benefits

20. Are you receiving a social security pension or pension of a similar nature from the government of a country other than New Zealand?


No Yes

If 'Yes', what type of social security pension or pension of a similar nature are you receiving from another country or countries?

- Retirement or old age War service Disability or invalidity
 War widow Widow or survivor War restitution
 Superannuation War injury Child or dependant
 Other payments

If you ticked any of the boxes above, please give details about the type of payment you receive below:

Your payment details	Pension 1	Pension 2	Pension 3	Pension 4
Country the payment comes from				
How much do you receive in each payment? (in overseas currency)				
Is this amount before or after tax?				
How often do you receive this payment? (eg weekly, monthly, annually)				
Overseas payment reference number				
Name of your pension, benefit or allowance				

 Please attach any documents to your completed application form that confirm the payment(s), eg pension certificates. If you receive more than four payments, please attach a separate sheet showing the details.

Q21 note: Tick one box.

21. Is your custody dispute being resolved in New Zealand?

- No ▶ Go to Question 22
 Yes ▶ Go to Question 26

22. What country is your custody dispute being held in?

23. What is your residency status in that country?

24. When did you arrive in that country?

Day	Month	Year

25. Are you in that country under the Hague Convention application or order?

- No Yes

Q22 note: You will need to provide proof that your court proceedings are under the Hague Convention, eg the court letter.

You will also need to check if there is any assistance available from that country.

Q25 note: You will need to provide proof that your court proceedings are under the Hague Convention, eg the court letter.

Dependent children currently in your care

Q26 note: Please give the names of any children that you financially support and are living with you as a member of your family, including:

- stepchildren
- children at boarding school
- adopted children
- grandchildren
- mokopuna.

If you are caring for a child who is not your own you may be able to get other forms of assistance. Please ask us about this.

Q27 note: You will need to provide proof of this income.

26. Do you have dependent children in your care?

No ▶ Go to Question 28 Yes ▶ Please provide details below:

Child's full name Date of birth
 1 / /

Relationship to you Other parent's name

Child's full name Date of birth
 2 / /

Relationship to you Other parent's name

Child's full name Date of birth
 3 / /

Relationship to you Other parent's name

27. Do you get income for any of these children?

No Yes ▶ Please provide details below:

Child's full name	Type of income	Weekly amount
		\$
		\$
		\$
		\$

Partner

Q28 note: A partner is your spouse (husband or wife), your civil union partner, or a person of the same or opposite sex with whom you have a de facto relationship.

28. Do you have a partner?

No ▶ Are you: Single Living apart/ separated Divorced
 Widowed Civil union dissolved

▶ Go to Accommodation Costs section on page 9

Yes ▶ Are you: Married In a civil union In a relationship

▶ Please provide details below:

29. What is your partner's name?

First name(s)

Surname or family name

30. What is your partner's date of birth?

Day Month Year


Assets

Q31 note: Examples of cash assets:

- money in bank or savings organisation
- money lent to other people or organisations
- money in Bonus Bonds, shares, debentures or government stock.

Q32 note: Examples of non-cash assets:

- leisure boats
- caravans
- land or buildings other than your home, eg holiday homes.

 You may be required to show proof of these details.

31. Do you or your partner have any cash assets?

No Yes ▶ Please provide details below:

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

32. Do you or your partner have any non-cash assets?

No Yes ▶ Please provide details below:

Type of asset	Total value	Money owing
	\$	\$
	\$	\$
	\$	\$
	\$	\$

Other income

Q33 note: Examples of income from other sources:

- wages or salary
- accident compensation
- farm or business income (include drawings)
- self employment
- interest from savings or investments
- dividends from shares
- income from rents
- redundancy or termination type payments
- Child Support
- maintenance payments
- boarders
- Student Allowance, scholarship or Student Loan living cost payments
- any other income, eg family trusts, overseas payments.

Give gross (before tax) amount.

33. Did you get income from any other source in the last 52 weeks?

No Yes ▶ Please provide details below:

Source (eg bank account number)	Gross income (eg interest)
	\$
	\$
	\$
	\$

34. Do you expect to get other income in the next 52 weeks?

No Yes ▶ Please provide details below:

Source (eg bank account number)	Gross income (eg interest)
	\$
	\$
	\$
	\$

Financial assistance

Q35 note: This may include family tax credit.

35. Have you checked your entitlement to assistance from overseas?

No ▶ You will need to do this before we can process your application Yes

36. What living costs do you expect to have during the custody dispute?

Type of cost (eg food)	How much?	How often (weekly, fortnightly, monthly, yearly)?
	\$	
	\$	
	\$	
	\$	

Client information

You will need to provide verification of custody proceedings and court dates.

If the court has not given you a letter confirming these details, please ask your lawyer to confirm these details in writing.

Court proceedings

37. Are the court proceedings due to a custody dispute?

No

Yes ▶ Please provide proof

38. Are the court proceedings a result of the Hague Convention?

No

Yes ▶ Please provide proof

39. Who are the people involved in the custody dispute?

Please list both adults and children below:

Person 1:

First name(s)

Surname or family name

Relationship to you

Person 2:

First name(s)

Surname or family name

Relationship to you

Person 3:

First name(s)

Surname or family name

Relationship to you

Person 4:

First name(s)

Surname or family name

Relationship to you

Person 5:

First name(s)

Surname or family name

Relationship to you

40. What are the court dates? Please provide details below:

--	--	--

Day Month Year

--	--	--

Day Month Year

--	--	--

Day Month Year

--	--	--

Day Month Year

Accommodation Costs

Information

If you are renting, boarding or own your own home, you may be able to get extra help for Accommodation costs.

41. Do you want to apply for Accommodation costs?

Yes ▶ Please provide details below: No


Living situation

42. Do you live alone?

Yes No ▶ Please provide the names of the others you live with below:

First name	Surname	Relationship to you

Rent

 You may be asked to bring something that proves how much you pay, eg rent book, tenancy agreement.

43. Do you pay rent?

No ▶ Go to Question 48 Yes ▶ Please provide details below:

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


45. How much of this do you pay for yourself and your family?

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

47. Do you live in a property owned or managed by Housing New Zealand?

No ▶ Go to Question 48 Yes ▶ You are not entitled to receive help for Accommodation costs

Board

 Please bring something that proves how much you pay.

Board includes:

- food
- power
- cost of room
- telephone.


48. Do you pay board?

No ▶ Go to Question 51 Yes ▶ Please provide details below:

49. What is the total amount of board you pay for yourself and your family each week?

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

Home owner


 Please bring something that proves how much you pay for mortgage, insurance, etc.

Please only include mortgages that relate to the purchase or alteration of the home.

Include both interest and principal.

Do not include contents insurance.

Include water rates if you pay them separately.

 Please bring in receipts for repairs and maintenance.

51. Do you own the home you live in?

No ▶ Go to Question 53 Yes ▶ Please provide details below:

	Name of company	Amount of payment	How often is the payment (weekly, monthly, 2-monthly 6-monthly, yearly)?
First mortgage		\$	
Other mortgage		\$	
House insurance		\$	
Ground lease		\$	
Mortgage insurance		\$	
Rates		\$	
Water rates		\$	

52. What was the total cost of repairs and maintenance in the last 12 months?

\$

53. If you have a Housing New Zealand mortgage, what is your interest rate?

%

54. Have you received a Rates Rebate?

Yes ▶ Amount \$ Rating year 1 July

No to 30 June

Client's Obligations

Please read this statement carefully and sign.

I must tell Work and Income immediately if either my partner or I:

- have a change in financial circumstances
- intend to travel overseas
- have changes to personal details (such as name, address or bank account number)
- have been granted an overseas pension
- have any other changes that may affect my finances
- lose care of our child(ren)
- get residence/work permit
- get work
- leave the country
- reach an outcome of the custody access proceeding.

I understand that:

- if I have made a false statement, **or**
- if I have failed to answer all the questions in full, **or**
- if I do not tell Work and Income about changes to my life that might affect my financial assistance, **then**
- my payments may be reviewed, **and**
- I will have to pay back the total amount of any overpayment that I have received.

The information I have given is true and complete. The conditions for receiving this assistance have been explained to me and I understand these conditions. I am also aware of and understand the Privacy Act information contained in this application form.

Please make sure you have signed this form and attached all documents required:

- identification
- bank statements for you and your partner (if you have one)
- proof of all cash assets
- proof of income (including interest rates)
- a letter from the courts or court section completed by court officer
- any other relevant documents
- birth certificates of your children.

Please send this application to:

**International Custody Dispute Payment
PO Box 1556
Wellington 6140
New Zealand**

If you need help filling in this form, please ask at your nearest Work and Income Service Centre or phone:
within New Zealand ☎ 0800 559 009
outside New Zealand ☎ +64 991 30300.
When you call please tell us your client number, this will help us give you better service.

Name (print)

Client's signature

Date

Day	Month	Year

Partner's name (print)

Partner's signature

Date

Day	Month	Year

OFFICE USE ONLY

UCVII note added under Hague Convention

Verification of assets and income

Verification of court case from

Day	Month	Year

 to

Day	Month	Year

Identification

Letters sent