When you apply for Financial Assistance, you will need to complete this application form and provide the following for both you and your partner (if you have one):

- Accommodation Supplement
- Disability Allowance
- Temporary Additional Support.

What other help can you get?

If you have dependent children and they attend either a childcare service, or before or after school care programme, please talk to us about how we can help with childcare assistance.

You may also be able to get the Child Disability Allowance. Please talk to us about this.

What to bring

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.

When you apply for Financial Assistance, you will need to complete this application form and provide the following for both you and your partner (if you have one):

- For New Zealand born people, one form of government-issued documentation stating your full legal name and date of birth (eg your birth certificate, passport, driver licence, firearms licence, deed poll, etc)
- For people born overseas, proof of your lawful residence in New Zealand (eg New Zealand passport, other country passport with residence class visa or residence permit, citizenship certificate, etc)
- Two more documents supporting your identity. These could include your marriage certificate, bank statement, phone or power account, driver 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.
- Marriage or civil union certificate (if you have one).
- 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 or quotes for any expenses relating to your disability.
- Proof of any other essential ongoing costs (eg hire purchase agreements).
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.
- Work and Income may give employers information about you to find you employment. Where Work and Income refer you to a job vacancy, we may also contact the employer to discuss the result of any job interview that you attend.
- Work and Income may share information you have given us with childcare centres to administer your entitlement to childcare assistance.
- 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 Tax Administration Act 1994, if you have dependent children, the information you give us may be shared with Inland Revenue for the purpose of administering Working for Families Tax Credits. Inland Revenue may also:
  - use the information for the purposes of child support, student loans and taxation
  - disclose it to the Department of Labour, Statistics New Zealand, the Ministry of Justice, the Accident Compensation Corporation, and the Ministry of Education
  - disclose your personal information to your partner.
- 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 work situation
- become self employed / start to run a business
- have changes to my/our income or financial circumstances
- intend to travel overseas
- start / finish part-time or full-time study
- have changes to personal details (such as name, address or bank account details)
- have changes to my/our living situation
- am imprisoned / held in custody on remand
- am admitted to or discharged from hospital
- have been granted an overseas pension
- have any other changes that may affect my/our benefit entitlement or rate.

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 may have to pay back the total amount of any overpayment that I have received and

Work and Income may impose a penalty (up to three times the value of the overpayment) or

I may be prosecuted and fined or imprisoned.

Additional information

Information required by

Day Month Year

Contact name

Your client number is:  [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
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.

### Name

1. **What is your name?**
   - First name(s)
   - Surname or family name

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

2. **Are you known by or have you used any other names?**
   - [ ] No
   - [ ] Yes ▶ Please provide details below:
     - 1.
     - 2.

3. **Are you:**
   - [ ] Male
   - [ ] Female

4. **What do you want to be called?**
   - [ ] Mrs
   - [ ] Miss
   - [ ] Ms
   - [ ] Mr
   - [ ] No title
   - [ ] Other

### Birth date

5. **What is your date of birth?**
   - [ ] Day
   - [ ] Month
   - [ ] Year

### Address

6. **Where do you live?**
   - Flat/house no.
   - Street name
   - Suburb
   - City

   *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.

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

---

**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.**

---

**Extra Help Application**

---

**A service of the Ministry of Social Development**

---

**CLIENT NUMBER**

---

**M43 – SEP 2011**

---

**3**
### Past benefits

9. Are you currently receiving any type of benefit?  
   - [ ] No  
   - [ ] Yes  
   Type of benefit: 

10. Have you ever received any type of benefit before?  
   - [ ] No  
   - [ ] Yes  
   Type of benefit: 

11. What was your client number? 
   - [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

### Residency

#### Q12 note: Tick one box.

12. Indicate which describes your residency situation:  
   - [ ] New Zealand citizen (by birth)  
     Date of citizenship:  
     Day  
     Month  
     Year  
   - [ ] New Zealand citizen (other)  
     Date permanent residence granted:  
     Day  
     Month  
     Year  
   - [ ] Permanent resident  
   - [ ] Other  

13. What is your residency status? 

14. When did you arrive in New Zealand?  
   - [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

15. Where were you born? 

16. Do you usually live in New Zealand?  
   - [ ] No  
   - [ ] Yes

17. Have you lived in any countries outside New Zealand?  
   - [ ] No  
   - [ ] Yes  
   Please complete the Overseas Residence Details section of this form on page 25.

### Ethnic group

#### Q18 note: You don’t have to answer this question if you don’t want to.  

18. To what ethnic group do you believe you belong?  
   - [ ] New Zealand Maori  
     Which tribe(s)/iwi? 
   - [ ] New Zealand European  
     Niuean  
     Samoan  
     Indian  
   - [ ] Other European  
     Tokelauan  
     Tongan  
     Chinese  
   - [ ] Cook Island Maori  
   - [ ] Other  
     Please specify below:

### Tax number

19. What is your Inland Revenue tax number? 
   - [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

### Bank details

20. What bank account do you want the benefit paid into?  
   - Name of bank (eg ANZ): 
   - Name of branch (eg Lower Hutt): 
   - The account is in the name of: 
   - The account number is:  
     Bank  
     Branch  
     Account number  
     [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
### Employment

**Q21 note:** Paid employment includes employment for which you receive non-monetary benefits, eg free board, payments in kind, or drawings from an unprofitable business.

21. **Are you working or have you been working in the last 52 weeks?**
   - [ ] No  ▶ Go to Question 25
   - [ ] Yes

22. **Are you still working?**
   - [ ] No  ▶ Go to Question 25
   - [ ] Yes  ▶ Is the job:
     - [ ] Full time
     - [ ] Part time
     - [ ] Casual
     - [ ] Seasonal
     - [ ] Voluntary
     - [ ] Self employment

**Q23 note:** Give the name, telephone number and address of the firm or person you work for.

23. **Who are you working for?**
   1. 
   2. 

**Q24 note:** Give gross (before tax) amount of wages and the value of any non-monetary benefits received, eg free board or any drawings, whether or not the business makes a profit.

24. **How much is your gross weekly wage?** $ 

### Other income

**Q25 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.

25. **Did you get income from any other source in the last 52 weeks?**
   - [ ] No
   - [ ] Yes  ▶ Please provide details below:

<table>
<thead>
<tr>
<th>Source (eg bank account number)</th>
<th>Gross income (eg interest)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
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<td>$</td>
</tr>
</tbody>
</table>

26. **Do you expect to get other income in the next 52 weeks?**
   - [ ] No
   - [ ] Yes  ▶ Please provide details below:

<table>
<thead>
<tr>
<th>Source (eg bank account number)</th>
<th>Gross income (eg interest)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
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<tr>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>
27. Are you a full-time student?  
   ☐ No ☐ Yes

28. Do you/could you receive a student allowance, scholarship or student loan living cost payments?  
   ☐ No 
   ☐ Don’t know ▶ Please discuss with Work and Income or Studylink. 
   ☐ Yes ▶ Please provide details below:

29. Do you have dependent children in your care?  
   ☐ No ▶ Go to Question 30  
   ☐ Yes ▶ Please provide details below:

<table>
<thead>
<tr>
<th>Child’s full name</th>
<th>Date of birth</th>
<th>Relationship to you</th>
<th>Other parent’s name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

30. Do you have a partner?  
   ☐ No ▶ Are you: ☐ Single ☐ Living apart/ separated ☐ Divorced 
   ☐ Widowed ☐ Civil union dissolved

   ☐ Yes ▶ Are you: ☐ Married ☐ In a civil union ☐ In a relationship 
   ▶ Go to Accommodation Supplement section on page 15

31. What is your partner’s name?  

   [Enter name]

32. What is your partner’s date of birth?  
   Day    Month    Year

   Please ask your partner to fill in the Partner’s Details section on page 7. Please go to the Accommodation Supplement section on page 15 and complete the rest of the application.
Partner’s Details

Please ask your partner to complete all questions.

Name

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:
   1. 
   2. 

3. Are you: ☐ Male ☐ Female

4. What do you want to be called?
   ☐ Mrs ☐ Miss ☐ Ms ☐ Mr ☐ No title ☐ Other

Birth date

5. What is your date of birth? [ ] [ ] [ ]
   Day Month Year

Past benefits

6. Are you currently receiving any type of benefit?
   ☐ No ☐ Yes ▶ What type of benefit?

7. Have you ever received any type of benefit before?
   ☐ No ▶ Go to Question 9 ☐ Yes ▶ What type of benefit?

8. What was your client number? [ ] [ ] [ ] [ ] [ ] [ ] [ ]
Residency

Q9 note: Tick one box.

9. Indicate which describes your residency situation:
   - New Zealand citizen (by birth)  ➤ Go to Question 13
   - New Zealand citizen (other)  ➤ Go to Question 11
     Date of citizenship
     Day  Month  Year
   - Permanent resident  ➤ Go to Question 11
     Date permanent residence granted
     Day  Month  Year
   - Other  ➤ Go to Question 10

10. What is your residency status?

11. When did you arrive in New Zealand?
    Day  Month  Year

12. Where were you born?

13. Have you lived in New Zealand continuously for two years at any one time since becoming a New Zealand citizen or permanent resident?
   - No  ➤ Talk to us about other assistance you may be able to get
   - Yes

Q14 note: This means that you consider New Zealand your home, you are a legal resident, usually live here and intend to stay permanently.

14. Do you usually live in New Zealand?
   - No
   - Yes

Ethnic group

Q15 note: You don’t have to answer this question if you don’t want to. This information is for statistics and will be used for research and future development work.

15. To what ethnic group do you believe you belong?
   - New Zealand Maori  ➤ Which tribe(s)/iwi?
   - New Zealand European
     - Niuean
     - Samoan
     - Indian
   - Other European
     - Tokelauan
     - Tongan
     - Chinese
   - Cook Island Maori
   - Other  ➤ Please specify below:

16. Have you lived in any countries outside New Zealand?
   - No
   - Yes  ➤ Please provide details below:

<table>
<thead>
<tr>
<th>Name of country</th>
<th>Entry date</th>
<th>Exit date</th>
<th>Purpose (e.g., working, immigration)</th>
</tr>
</thead>
<tbody>
<tr>
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<td>/ /</td>
<td></td>
</tr>
</tbody>
</table>
Overseas pensions and benefits

17. 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

18. 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 widow
   - [ ] Superannuation
   - [ ] Other payments
   - [ ] War service
   - [ ] Widow or survivor
   - [ ] War injury
   - [ ] Disability or invalidity
   - [ ] War restitution
   - [ ] Child or dependant

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

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

Tax number

19. What is your Inland Revenue tax number?

Bank details

20. What bank account do you want the benefit paid into?
   - Name of bank (eg ANZ):
   - Name of branch (eg Lower Hutt):
   - The account is in the name of:
   - The account number is:

Office use only

Verified by ________________________________
Employment

Q21 note: Paid employment includes employment for which you receive non-monetary benefits, eg free board, payments in kind, or drawings from an unprofitable business.

Q22 note: Give the name, telephone number and address of the firm or person you work for.

Q23 note: Give gross (before tax) amount of wages and the value of any non-monetary benefits received, eg free board or any drawings, whether or not the business makes a profit.

21. Are you working?
   - No
   - Yes ▶️ Is the job: Full time Part time Casual
     Seasonal Voluntary Self employment

22. Who are you working for?

   1
   2

23. How much is your gross weekly wage?

   $

24. Have you had any other employment in the last 52 weeks?
   - No
   - Yes ▶️ Please provide details below:

Other income

Q25 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.

25. Did you get income from any other source in the last 52 weeks?
   - No
   - Yes ▶️ Please provide details below:

<table>
<thead>
<tr>
<th>Source (eg bank account number)</th>
<th>Gross income (eg interest)</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>$</td>
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<tr>
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<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

26. Do you expect to get other income in the next 52 weeks?
   - No
   - Yes ▶️ Please provide details below:

<table>
<thead>
<tr>
<th>Source (eg bank account number)</th>
<th>Gross income (eg interest)</th>
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<tr>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

Student

27. Are you a full-time student?
   - No
   - Yes

28. Do you receive a student allowance, scholarship or student loan living cost payments?
   - No
   - Yes ▶️ Please provide details below:

I understand that if I have made an application for Temporary Additional Support, my partner and I must take all necessary steps to get other assistance towards costs and take reasonable steps to increase my income and reduce costs where possible.

I have completed all the questions or they have been completed for me in the following applications:

- [ ] Accommodation Supplement
- [ ] Disability Allowance
- [ ] Temporary Additional Support

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 statement contained in this application form.

Name (print) Partner’s signature Date

Day Month Year

---

OFFICE USE ONLY

Only if partner is present.

Statement by Interviewing / Interpreting Officer

I have explained the conditions for receiving a benefit and explained what the client's obligations mean and the reason for them. The client has indicated that he / she understands and accepts responsibility to provide true and complete information and to advise immediately of any changes in circumstances. All questions have been completed.

Name (print) Interviewer’s signature Date

Day Month Year
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.
- Work and Income may give employers information about you to find you employment. Where Work and Income refer you to a job vacancy, we may also contact the employer to discuss the result of any job interview that you attend.
- Work and Income may share information you have given us with childcare centres to administer your entitlement to childcare assistance.
- 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 Tax Administration Act 1994, if you have dependent children, the information you give us may be shared with Inland Revenue for the purpose of administering Working for Families Tax Credits. Inland Revenue may also:
  - use the information for the purposes of child support, student loans and taxation
  - disclose it to the Department of Labour, Statistics New Zealand, the Ministry of Justice, the Accident Compensation Corporation, and the Ministry of Education
  - disclose your personal information to your partner.
- 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.

**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 may have to pay back the total amount of any overpayment that I have received and
  - Work and Income may impose a penalty (up to three times the value of the overpayment) or
  - I may be prosecuted and fined or imprisoned.
Partner’s Obligations

The following information is for you to take away.

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

- have a change in work situation (such as starting part-time, casual or full-time work, whether paid or unpaid)
- become self-employed / start to run a business
- have changes to my / our income or financial circumstances
- intend to travel overseas
- start / finish part-time or full-time study
- have changes to personal details (such as name, address or bank account number)
- have changes to my / our living situation (such as marriage or separation, entering 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)
- are imprisoned / held in custody on remand
- are admitted to or discharged from hospital
- have been granted an overseas pension
- have any other change that may affect my / our benefit entitlement or rate.

Additional information

<table>
<thead>
<tr>
<th>Information required by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact name</th>
</tr>
</thead>
</table>
Accommodation Supplement

Who can get Accommodation Supplement?

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

33. Do you want to apply for Accommodation Supplement?
   - Yes ▶ Please provide details below:
   - No ▶ Please go to page 17, Disability Allowance section

Living situation

34. Do you live alone?
   - Yes ▶
   - No ▶ Please provide the names of the others you live with below:

<table>
<thead>
<tr>
<th>First name</th>
<th>Surname</th>
<th>Relationship to you</th>
</tr>
</thead>
</table>

Assets

Q35 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.

Q36 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.

35. Do you or your partner have any cash assets?
   - No ▶
   - Yes ▶ Please provide details below:

<table>
<thead>
<tr>
<th>Type of asset</th>
<th>You</th>
<th>Your partner</th>
<th>Jointly owned</th>
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</tbody>
</table>

36. Do you or your partner have any non-cash assets?
   - No ▶
   - Yes ▶ Please provide details below:

<table>
<thead>
<tr>
<th>Type of asset</th>
<th>Total value</th>
<th>Money owing</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
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</tbody>
</table>

Rent

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

37. Do you pay rent?
   - No ▶ Go to Question 42
   - Yes ▶ Please provide details below:

38. What is the total amount of rent paid for your home each week? $ __________

39. How much of this do you pay for yourself and your family? $ __________

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

41. Do you live in a property owned or managed by Housing New Zealand?
   - No ▶ Go to Question 42
   - Yes ▶ You are not entitled to receive an Accommodation Supplement. Go to page 17 Disability Allowance.
42. Do you pay board?
   - No ▶ Go to Question 45
   - Yes ▶ Please provide details below:

43. What is the total amount of board you pay for yourself and your family each week?
   - $ __________

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

45. Do you own the home you live in?
   - No ▶ Go to Question 49
   - Yes ▶ Please provide details below:

<table>
<thead>
<tr>
<th>Name of company</th>
<th>Amount of payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>First mortgage</td>
<td>$ __________</td>
</tr>
<tr>
<td>Other mortgage</td>
<td>$ __________</td>
</tr>
<tr>
<td>House insurance</td>
<td>$ __________</td>
</tr>
<tr>
<td>Ground lease</td>
<td>$ __________</td>
</tr>
<tr>
<td>Mortgage insurance</td>
<td>$ __________</td>
</tr>
<tr>
<td>Rates</td>
<td>$ __________</td>
</tr>
<tr>
<td>Water rates</td>
<td>$ __________</td>
</tr>
</tbody>
</table>

   How often is the payment (weekly, monthly, 2-monthly, 6-monthly, yearly)?

46. What was the total cost of repairs and maintenance in the last 12 months?
   - $ __________

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

48. Have you received a Rates Rebate?
   - Yes ▶ Amount $ __________
     Rating year 1 July 20__
   - No
     Rating year 1 July 20__
**Who can get Disability Allowance?**

If you, or a family member, have a disability, likely to continue for at least six months, you may be able to get extra help through a Disability Allowance. We may be able to help with costs such as ongoing visits to the doctor, medicines, medical alarms and travel. Your doctor or specialist will need to complete the Disability Certificate.

**49. Do you want to apply for Disability Allowance?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>Please provide details below:</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>Please go to page 21, Temporary Additional Support section</td>
</tr>
</tbody>
</table>

**Disability Allowance**

**50. Who are you applying for?**

- Yourself [ ] Go to Question 51
- Your partner [ ] Please provide their full name below:
- Your dependent child [ ] Please provide their full name below:
  - First name(s) [ ] Surname [ ] Relationship to you [ ]

**Entitlements**

**51. Is this disability covered by private medical insurance?**

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>Please provide details below:</th>
</tr>
</thead>
</table>

**52. Is this disability covered by ACC or War Disablement Pension?**

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>If 'Yes', you may not be entitled to a Disability Allowance</th>
</tr>
</thead>
</table>

**Expenses**

**53. What additional expenses are paid for as a result of the disability?**

<table>
<thead>
<tr>
<th>List pharmaceuticals/items/services/treatments (eg medical costs, gardening, transport, medical alarms)</th>
<th>Cost?</th>
<th>How often (eg daily, weekly, monthly)?</th>
<th>Verification provided (please tick ✓)</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>
The Disability Allowance is available for reimbursement of additional costs arising from a Disability where the following criteria is met:

1. The person has a disability which is likely to continue for not less than six months; and
2. The disability has resulted in a reduction of the person’s independent function to the extent that:
   - the person requires ongoing support to undertake the normal functions of life, or
   - the person requires ongoing supervision or treatment by a registered health professional.

For the purposes of qualifying for Disability Allowance, a disability means:
- physical disability or impairment
- physical illness
- psychiatric illness
- intellectual or psychological disability or impairment
- any other loss or abnormality of psychological, physiological, or anatomical structure or function (including sensory impairment)
- reliance on a guide dog, wheelchair, or other remedial means
- the presence of the body of organisms capable of causing illness.

For more information about Disability Allowance, refer to the “Guide for Medical Practitioners – Disability Allowance” brochure.

2. Does the person have a disability that meets the Disability Allowance criteria?
   - Yes ➤ Please provide details below:
   - No ➤ Please go to Registered Medical Practitioner Verification

3. What is the nature of the person’s disability?
   Please tick the major disabilities or specify below:

   **Psychological or psychiatric conditions**
   - Stress (160)
   - Depression (161)
   - Bipolar disorder (162)
   - Schizophrenia (163)
   - Other psychological/psychiatric (165)

   **Nervous system disorders**
   - Epilepsy (120)
   - Multiple sclerosis (121)
   - Parkinson’s disease (122)
   - Muscular dystrophy (123)
   - Other nervous system disorders (124)

   **Cardio-vascular disorders**
   - Heart disease (130)
   - Stroke (131)
   - Other cardio-vascular (132)

   **Immune system disorders**
   - HIV / Aids (140)
   - Other immune system disorders (141)

   **Metabolic and endocrine disorders**
   - Diabetes (150)
   - Other metabolic or endocrine disorders (151)

   **Substance Abuse**
   - Alcohol (170)
   - Drug (171)
   - Other substance abuse (172)

   **Sensory disorders**
   - Blindness (180)
   - Other visual / eye (181)
   - Hearing / ear (182)
   - Other sensory disorders (183)
4. Please indicate the expected duration of the disability:

- Less than 6 months  ▶️ There may be no entitlement to Disability Allowance
- 6 to 12 months  1 to 2 years  2 to 3 years  Permanent  ▶️ Never reassess

5. Please list the type, cost and how often visits to doctors or specialists are necessary and result from the stated disability:

<table>
<thead>
<tr>
<th>Type of consultation</th>
<th>Cost</th>
<th>How often (eg daily, weekly, monthly)?</th>
<th>Registered Medical Practitioner’s initials</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

6. Please list the pharmaceuticals, items, services or treatments that are necessary and of therapeutic value for the stated disability:

<table>
<thead>
<tr>
<th>Item / service / treatment / pharmaceutical</th>
<th>Registered Medical Practitioner’s initials</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Please print your details below.

HPI number

Medical Practitioner’s full name

Practice name and address

Telephone number (  )

Medical Practitioner’s signature

Day  Month  Year

This information is required under the Social Security Act 1964. Privacy Act: The person has been advised and understands that this information is required for benefit assessment purposes.
Temporary Additional Support Application

Who can get Temporary Additional Support?

If you are finding it hard financially, extra help with essential costs may be available through Temporary Additional Support.

It's important that you take all necessary steps to get other assistance towards costs and take reasonable steps to increase income and reduce costs where possible.

To get Temporary Additional Support, your cash assets will need to be below a certain level.

54. Do you want to apply for Temporary Additional Support?

☐ Yes ▶ Please provide details below:  ☐ No ▶ Please go to page 25, Overseas Residence Details section

Assets

Q55 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.

Q56 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.

55. Do you and/or your partner have any cash assets?

☐ No  ☐ Yes ▶ Please provide details below:

Type of asset  You  Your partner  Jointly owned

$  $  $

$  $  $

$  $  $

56. Do you and/or your partner have any non-cash assets?

☐ No  ☐ Yes ▶ Please provide details below:

Type of asset  Total value  Money owing

$  $

$  $

$  $

Working for Families Tax Credits

Q57 note: Working for Families Tax Credits payments include:
- family tax credit
- in-work payment
- minimum family tax credit
- child tax credit
- parental tax credit.

57. Do you and/or your partner receive any Working for Families Tax Credits payments from Inland Revenue?

☐ No  ☐ Yes ▶ Please provide details below and provide a Certificate of Entitlement from Inland Revenue. You can get a Certificate of Entitlement by calling Inland Revenue on ☎ 0800 257 720. Please have your IRD number available

Type of payment  You  Your partner  How often (weekly, fortnightly etc)?

$  $

$  $

$  $

$  $

Employment costs

Q58 note: Employment costs include:
- vehicle running costs or public transport to employment
- childcare if the caregiver is working
- telephone if it is a condition for employment.

You may be required to show proof of these costs.

58. Do you and/or your partner have any essential employment costs?

☐ No  ☐ Yes ▶ Please provide details below:

Employment cost  Amount  How often (weekly, fortnightly etc)?

$  $

$  $

$  $

$  $
### Accommodation costs

**Q60 note:** If you don’t have a cost, write ‘nil’.

- **Temporary Additional Support Application**
- **Accommodation costs**
- **Costs**

Please provide proof of these costs.

### Credit sales (hire purchases) and regular costs

**Q62 note:** Essential items that may be included:

- beds, dining suites, fridge / freezer, portable heaters, lounge suite, stove, television
- vehicle repayments
- washing machine (or laundrette costs)
- dryer (disability)
- childcare costs (disability).

#### 59. Do you or your partner have any accommodation costs?

- No  Go to Question 62
- Yes  Please complete details below if you have not applied for the Accommodation Supplement

#### 60. Please give details of your costs.

<table>
<thead>
<tr>
<th>Name of company or person you pay</th>
<th>Your cost</th>
<th>How often (weekly, fortnight etc)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent</td>
<td>$</td>
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<tr>
<td>Board</td>
<td>$</td>
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<tr>
<td>First mortgage</td>
<td>$</td>
<td></td>
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<tr>
<td>Other mortgage</td>
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<tr>
<td>House insurance</td>
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<tr>
<td>Ground lease</td>
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<td>Mortgage insurance</td>
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<tr>
<td>Rates</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Water rates</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Cost of essential repairs and maintenance for the last 12 months</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

#### 61. Have you received a Rates Rebate?

- Yes  Amount $  Rating year 1 July 2020
- No

#### 62. Do you and/or your partner have any essential credit sales (hire purchases) or regular costs?

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>How often (weekly, fortnight etc)?</th>
<th>Start / purchase date</th>
<th>End date</th>
</tr>
</thead>
<tbody>
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</table>

Please talk to us if you, your partner or any dependent children have disability costs but have not applied for a Disability Allowance.
Personal safety and special family circumstances

**Q63 note:** Telephone costs for personal safety or security need to be verified by either the Police, court orders, Women's Refuge, previous history held by Work and Income, Child Youth and Family, or any other relevant organisation.

![Tip icon] You will need to provide proof of your circumstances and your telephone rental costs (excluding toll or call charges and mobile phones) if we do not have these details already.

63. Do you and/or your partner need a telephone for safety or security reasons, or because of special family circumstances?

[ ] No  [ ] Yes  ▶ Please provide details below:

**Details of circumstances**

<table>
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<tr>
<th>Details of circumstances</th>
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</table>

Amount $  How often (weekly, fortnightly etc.)

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Necessary and reasonable steps

**Q64 note:** Temporary Additional Support is last resort financial assistance. You and your partner must take all necessary steps to get other assistance towards costs and take reasonable steps to increase income and reduce costs where possible.

64. Please indicate what steps you and/or your partner have taken to get other assistance, reduce costs or increase income:

We will talk to you about what other steps you might be able to take.
### Periods of overseas residence

**Q65 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**.

<table>
<thead>
<tr>
<th>Name of country</th>
<th>Entry date</th>
<th>Exit date</th>
<th>Purpose (e.g., working, immigration)</th>
</tr>
</thead>
<tbody>
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</table>

### Overseas pensions and benefits

65. **Have you lived in any countries outside New Zealand?**

- [ ] No  
- [ ] Yes  

Please provide details below:

<table>
<thead>
<tr>
<th>Name of country</th>
<th>Entry date</th>
<th>Exit date</th>
<th>Purpose (e.g., working, immigration)</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

66. **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:

<table>
<thead>
<tr>
<th>Your payment details</th>
<th>Pension 1</th>
<th>Pension 2</th>
<th>Pension 3</th>
<th>Pension 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country the payment comes from:</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>How much do you receive in each payment? (in overseas currency):</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is this amount before or after tax?:</td>
<td></td>
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<tr>
<td>How often do you receive this payment? (e.g., weekly, monthly, annually):</td>
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<td></td>
</tr>
<tr>
<td>Overseas payment reference number:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name of your pension, benefit or allowance:</td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Please attach any documents to your completed application form that confirm the payment(s), e.g., pension certificates. If you receive more than four payments, please attach a separate sheet showing the details.
Please read this statement carefully and sign.

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

- have a change in work situation (such as starting part-time, casual or full-time work, whether paid or unpaid)
- become self-employed / start to run a business
- have changes to my / our income or financial circumstances
- intend to travel overseas
- start / finish part-time or full-time study
- have changes to personal details (such as name, address or bank account number)
- have changes to my / our living situation (such as marriage or separation, entering 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)
- are imprisoned / held in custody on remand
- are admitted to or discharged from hospital
- have been granted an overseas pension
- have any other change that may affect my / our benefit entitlement or rate.

I understand that if I have made an application for Temporary Additional Support, my partner and I must take all necessary steps to get other assistance towards costs and take reasonable steps to increase my income and reduce costs where possible.

I have completed all the questions or they have been completed for me in the following applications:

☐ Accommodation Supplement ☐ Disability Allowance ☐ Temporary Additional Support

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 statement contained in this application form.

Name (print) Client's signature Date

Day Month Year
Statement by Interviewing / Interpreting Officer

I have explained the conditions for receiving a benefit and explained what the client’s obligations mean and the reason for them. The client has indicated that he / she understands and accepts responsibility to provide true and complete information and to advise immediately of any changes in circumstances. All questions have been completed.

Name (print)  Interviewer’s signature  Date

Additional information:

Decision:

Processor’s signature  Date

Authenticator’s signature  Date

Checker’s signature  Date

10%  100%  Critical data

Bring up  B  F