

Accommodation Supplement application form



MINISTRY OF SOCIAL DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

Accommodation Supplement helps with rent, board, or home ownership costs.

If you pay rent to Kāinga Ora (formerly Housing New Zealand) or a community housing provider, you won't be able to get an Accommodation Supplement.

Write your Client number here. It can be found on your Community Services Card or SuperGold Card.

Client number

<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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Tell us your details

1

What is your full name?

First and middle names

Surname or family name

2

What date were you born?

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

Tell us how we can contact you

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



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	()	<input type="checkbox"/>
Mobile phone	()	<input type="checkbox"/>
Other phone	()	<input type="checkbox"/>
Email		<input type="checkbox"/>

Tell us who you live with

6

Do you live alone?

No



Please write below the names of the others you live with

Yes

First name Surname or family name Relationship to you

<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"/>

Tell us about your assets

7

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

- Money in bank or other savings No Yes
- Bonus Bonds, shares, debentures or stocks No Yes
- Money lent to other people or organisations No Yes
- Other cash assets No Yes

8

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 Q9:

Examples of property you don't live in include, land, holiday homes, bach/crib, investment properties.

9

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

10

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 in a trust?

11

Are you or your partner involved in a trust, or have either of 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

Name of trust

ATTACHMENT FOR Q10:
You may be asked to provide proof of these details.

ATTACHMENT FOR Q11:
You'll need to show us trust documents, such as the trust deed, deed of debt, gift statements, accounts.

Benefit, NZ Super or Veteran's Pension

12

Do you already get a benefit from Work and Income or NZ Super or Veteran's Pension with a non-qualified partner included?

No

Yes

[Go to question 15](#)

Tell us about income?

13

Do you or your partner get income from any of the following sources?

- Wages or salary 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 three or more boarders or flatmates No Yes Jointly with partner
- Child Support payments 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 (don't include NZ Super or Veteran's pension because we already know what you get) 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 Q13:

Bring a copy of your business accounts.

INFORMATION FOR Q13:

In this application form, 'partner' means the person you are married to or in a civil union or relationship with, not a business partner.

ATTACHMENT FOR Q14:

You may need to show us proof of income.

HOW TO ANSWER Q14:

How often do you expect the payment, such as weekly, fortnightly, monthly, one-off.

The types of income you need to include are listed in question 13.

14

Did you answer 'yes' or 'jointly with partner' to any of the sources of income listed in question 13?

No

Yes



Tell us the total before-tax amounts, for the income you expect to get.

Where will the payment come from?	You	Your partner	Jointly with partner	How often do you expect the payment?
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	

Tell us about rental costs

15

Do you pay rent?

No

[Go to question 21](#)

Yes

INFORMATION FOR Q15:

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

16

Do you pay rent to Kāinga Ora (formerly Housing New Zealand) or a community housing provider?

No

Yes



You won't be able to get Accommodation Supplement

17

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

18

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

ATTACHMENT FOR Q18:

You may need to show proof of what you pay for rent.

19

Do you pay water rates separately from your rent?

No

Yes



Tell us how much you pay

How often?

ATTACHMENT FOR Q19:

You will need to show proof of what you pay for water rates.

20

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

Tell us about board costs

21

Do you pay board?

No

[Go to question 24](#)

Yes



List what costs your board includes

INFORMATION FOR Q21:

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

22

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

HOW TO ANSWER Q22:

For example food, electricity, telephone.

23

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

ATTACHMENT FOR Q23:

You may need to show proof of what you pay for board.

Tell us about home ownership costs

24

Do you own the home you live in?

No

[Go to the signature section](#)

Yes

HOW TO ANSWER Q25:

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.

ATTACHMENT FOR Q25:

You'll need to show proof of your home ownership costs.

25

What are your home ownership costs?

	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 Q26:

Bring receipts for any repair and maintenance costs.

26

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

No

Yes

[→ Please write the total amount](#)

27

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

No

Yes

Amount \$

Rating year 1 July

to 30 June

Signature

The information I've provided in this form is true and complete.

I understand what you do with my personal information and how you protect my privacy.

Client's name (print)

Client's signature

Date

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

Privacy Statement

The Ministry of Social Development includes Work and Income, MSD Housing Assessment, Senior Services, StudyLink and other service lines. The legislation administered by the Ministry of Social Development allows us to check the information that you give us. This may happen when you apply for assistance and at any time after that. The Privacy Act 1993 requires us to tell you why we collect the information and what we will do with it.

Why we collect information

The information you give us is collected under the authority of the legislation administered by the Ministry of Social Development and 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:

- granting benefits and other assistance under the Social Security Act 2018
- delivering superannuation services under the New Zealand Superannuation and Retirement Income Act 2001
- delivering assistance under the Veterans' Support Act 2014
- providing services under the Residential Care and Disability Support Services Act 2018
- statistical and research purposes
- providing advice to Government
- providing support and services for you and your family
- providing education related services
- care and protection needs of children
- assessing eligibility for social housing and calculating income-related rents under the Housing Restructuring and Tenancy Matters Act 1992
- assessing whether you and/or your partner may be entitled to an overseas pension, benefit or allowance.

You are not required to give the Ministry of Social Development information, but if you do not give us all the information we ask for, your application for benefits or pensions and other assistance may be declined.

We may contact health practitioners

The Ministry of Social Development may contact health practitioners to check any health related information you give us.

We may use information for public housing

Information you give us when you apply for assistance, and at any time after that, may also be used for public housing purposes under the Housing Restructuring and Tenancy Matters Act 1992, including reviewing your eligibility for social housing or your income-related rent. Public housing is subsidised housing available to people in the greatest need of housing for the duration of their need. It is provided by Kāinga Ora and approved community housing providers.

We may compare the information you give us with information held by other agencies

The information you give us may be compared with information held by other agencies such as Inland Revenue, the Ministry of Justice, Department of Corrections, New Zealand Customs Service, Department of Internal Affairs, Accident Compensation Corporation, Kāinga Ora, 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, Malta and the Netherlands).

We may share information with Inland Revenue

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 Ministry of Business, Innovation, and Employment, Statistics New Zealand, the Ministry of Justice, the Accident Compensation Corporation, and the Ministry of Education
- disclose your personal information to your partner.

We may give information to service providers, employers, public housing providers and childcare providers

The Ministry of Social Development may:

- give employers information about you if you use our employment services
- share information with childcare centres to administer your entitlement to childcare assistance
- give information about you to the Tertiary Education Commission, Workbridge, training providers, career services or other agencies that have a formal agreement to provide services on behalf of the Ministry of Social Development, if you use our employment services
- share information about you with public housing providers (such as Kāinga Ora) to administer your housing-related assistance.

We may use your information to give you a better service

Other information that you give us that is not required to assess your entitlement may be used to provide a better service to you.

You have the right to see and correct your information

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.