Civil Defence Payments

Civil Defence Payments are available to meet the immediate needs of people who are resident in an area where a civil defence emergency has been declared and are required to leave their home.

**Tell us about yourself**

<table>
<thead>
<tr>
<th>Tell us your details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>What is your full name?</td>
</tr>
<tr>
<td></td>
<td>First and middle names</td>
</tr>
<tr>
<td></td>
<td>Surname or family name</td>
</tr>
<tr>
<td>2</td>
<td>What date were you born?</td>
</tr>
<tr>
<td></td>
<td>Day</td>
</tr>
<tr>
<td>3</td>
<td>What was your address before the event?</td>
</tr>
<tr>
<td></td>
<td>Flat/House number</td>
</tr>
<tr>
<td></td>
<td>Suburb</td>
</tr>
<tr>
<td>4</td>
<td>What is your current address?</td>
</tr>
<tr>
<td></td>
<td>Flat/House number</td>
</tr>
<tr>
<td></td>
<td>Suburb</td>
</tr>
</tbody>
</table>
### How else can we contact you?

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Home phone</td>
<td>(</td>
</tr>
<tr>
<td>Mobile phone</td>
<td>(</td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
</tbody>
</table>

### Who is your next of kin and how can we contact them?

<table>
<thead>
<tr>
<th>First and middle names</th>
<th>Surname or family name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flat/House number</td>
<td>Street name</td>
</tr>
<tr>
<td>Suburb</td>
<td>Town/City</td>
</tr>
<tr>
<td>Home phone</td>
<td>Mobile phone</td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
</tbody>
</table>

### Are any dependent members of your family (eg children, elderly relations) affected by the civil defence emergency?

- [ ] No
- [ ] Yes

**Person 1**
- First and middle names
- Surname or family name
- Relationship to you
- Date of birth
  - Day
  - Month
  - Year

**Person 2**
- First and middle names
- Surname or family name
- Relationship to you
- Date of birth
  - Day
  - Month
  - Year

**Person 3**
- First and middle names
- Surname or family name
- Relationship to you
- Date of birth
  - Day
  - Month
  - Year

**Person 4**
- First and middle names
- Surname or family name
- Relationship to you
- Date of birth
  - Day
  - Month
  - Year
Tell us what help you need?

Tell us what help you need?

Have you been required to leave your home as a result of the emergency or are you unable to return to your home because of the emergency?

No  Yes  Please give details below

Tell us about your insurance cover

Do you have any insurance cover?

No  Yes  Please give details below

Name of insurance company

What is the excess on your policy? $ 

Does your insurance policy cover:

Loss of clothing

No  Yes  Unsure

Loss of earnings

No  Yes  Unsure

Loss of food

No  Yes  Unsure

Temporary accommodation

No  Yes  Unsure
### Food, clothing or bedding

**INFORMATION FOR Q12:**
This will be paid to the supplier, where possible.

What payments do you need for food, clothing or bedding?

<table>
<thead>
<tr>
<th>Name of Supplier</th>
<th>Payment for food</th>
<th>Payment for clothing</th>
<th>Payment for bedding</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Supplier’s bank account number:

<table>
<thead>
<tr>
<th>Bank</th>
<th>Branch</th>
<th>Account number</th>
<th>Suffix</th>
</tr>
</thead>
</table>

Verified by Work and Income staff:

<table>
<thead>
<tr>
<th>Form of ID</th>
</tr>
</thead>
</table>

### Temporary accommodation costs

**INFORMATION NOTE FOR Q13:**
This will be paid to the supplier, where possible.

What are your temporary accommodation costs?

<table>
<thead>
<tr>
<th>Name of Supplier</th>
<th>Cost of billet</th>
<th>Number of days</th>
<th>Cost of motel/hotel</th>
<th>Number of days</th>
<th>Cost of other accommodation</th>
<th>Number of days</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
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</tr>
</thead>
</table>

Verified by Work and Income staff:

<table>
<thead>
<tr>
<th>Form of ID</th>
</tr>
</thead>
</table>
## Tell us about your loss of livelihood

<table>
<thead>
<tr>
<th>Loss of wages/salary</th>
<th>$</th>
<th>net each day, to date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Period unable to work</td>
<td></td>
<td>days to date</td>
</tr>
</tbody>
</table>

### Employer’s name

**Employer’s contact details**

<table>
<thead>
<tr>
<th>Address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone number</td>
<td>( )</td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
</tbody>
</table>

- I am unable to attend work and my employer has stopped paying wages/salary: [ ] No [ ] Yes
- I am self-employed and am unable to engage in business and have lost income due to the civil defence emergency: [ ] No [ ] Yes
- I am available for alternative work (e.g., clean-up operations): [ ] No [ ] Yes

### The bank account is in the name of:

<table>
<thead>
<tr>
<th>The account number is:</th>
</tr>
</thead>
</table>

- **Bank**
- **Branch**
- **Account number**
- **Suffix**

**Verified by Work and Income staff**

### Declaration and signature

If my insurance policy covers any payments made by the Ministry of Social Development, I will refund this amount to the Ministry of Social Development.

If there are any changes to my situation, I must notify the Ministry of Social Development immediately.

The information I have given you is true and complete. I understand it may be verified by the Ministry of Social Development with Civil Defence, employers, accommodation providers, etc.

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

**Applicant’s name (print)**

**Applicant’s signature**

**Date**

### You must give us all the information we need.

If you don’t have all the information we need, talk with us, and we may be able to help.

If we find out later that any information you give us is not true, or that you knew information you should have told us and did not tell us, we may stop payments. You might need to pay money back. In some cases, you could even be prosecuted.
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 Housing New Zealand 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, 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, 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 Housing New Zealand) 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.