If you’re finding it tough to meet everyday expenses and you don’t already get payments from us, you may be able to get extra help. This form contains applications for three types of assistance. Your income and/or assets need to be under certain limits for each type of help you can get and there are some other conditions.

**Types of Extra Help**

**Accommodation Supplement**
This can help with rent, board or the cost of owning a home.
If you and/or your partner are tenants living in a community housing property, you won’t be able to get it. Community housing properties are provided by Kāinga Ora (formerly Housing New Zealand) and approved community housing providers.

**Health and Disability Costs**
If you or a family member have a health condition or disability likely to continue for at least six months, you may be able to get extra help for your costs. We call this a Disability Allowance.
We may be able to help with costs such as visits to the doctor, medicines, household costs, some travel costs and many other things.
Your doctor or specialist will need to complete the Disability Certificate in the form.

**Temporary Additional Support**
This helps when you have essential living costs you have no other way to pay for. You also need to be doing what you can to reduce your costs or increase your income.

**What you need to do next**
You and your partner (if you have one) will need to:
1. Complete this application form.
2. If you’re applying for help with health and disability costs, a health practitioner needs to fill out the Disability Allowance medical certificate in the application.
3. Collect the documents you need to show us. There’s a checklist over the page to help you.
4. Bring this application form and the documents when you meet with us. If you don’t already have a meeting arranged, contact us on 0800 559 009 so we can set one up for you.

**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 paying your benefit. You might need to pay money back. In some cases you could even be prosecuted.
Our commitment to YOU

Ka mōhio ki a koe
We will get to know you, your situation and your needs
We will make sure you understand everything you need to know

Know you
We will use your feedback to improve our service
We will respect your privacy and be clear about how we use your information and who we share it with

Ka tautoko i a koe
We will let you know everything you may be eligible for
We will help you however we can, as soon as we can

Support you
The information we give you will be accessible and consistent no matter how you contact us
We will be honest about our mistakes and put them right

Ka mahi tahi ki a koe
We will respect you and what is important to you
We will work together to achieve shared goals

With you
We will let you know your options, rights and obligations
Our actions will follow our words

How did we do?
Let us know by visiting msd.govt.nz/feedback or call us on 0800 559 009
Once you have filled out the application form, use this checklist to tick off all the documents you need for your meeting with us.
Talk to us if you do not have any of the documents, have given them to us recently or if there might be a delay in getting them.

### Proof of who you are:

<table>
<thead>
<tr>
<th>Document Type</th>
<th>For you</th>
<th>For your partner (if you have one)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>If you were born in New Zealand</strong>, bring one type of official identification that has your full legal name and your date of birth (for example, your birth certificate, passport, driver licence, firearms licence, deed poll).</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td><strong>If you were born overseas</strong>, bring proof that you have a right to live in New Zealand (for example, a citizenship certificate, a New Zealand passport, a passport from another country with residence class visa or proof of permanent residence).</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td><strong>If your name has changed</strong>, bring your marriage certificate, deed poll, or other proof of the name change.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td><strong>All people applying</strong> need to bring two more documents that help to prove who you are (for example, a marriage certificate, bank statement, phone or power account, driver licence).</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>A form or letter from Inland Revenue showing your tax number.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Proof of your bank account details, such as a bank statement or deposit slip.</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

**One of the documents above must be at least two years old.**

There are more things you need to bring in the table over the page.
Depending on answers in the applicant form (pages 5 to 20) and partner form (pages 31 to 37), you may need to bring:

<table>
<thead>
<tr>
<th>For you</th>
<th>For your partner (if you have one)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proof of your assets and their value.</td>
<td></td>
</tr>
<tr>
<td>Proof of payments, if you receive a benefit, allowance or pension from overseas.</td>
<td></td>
</tr>
<tr>
<td>Full birth certificates for each dependent child in your care.</td>
<td></td>
</tr>
<tr>
<td>Your marriage or civil union certificate, for a current relationship.</td>
<td></td>
</tr>
<tr>
<td>Your business accounts, if you have your own business.</td>
<td></td>
</tr>
<tr>
<td>Proof of any before-tax income for the 52 weeks before the application (for example, wages, holiday pay and any other income) and details of your income for the last 26 weeks.</td>
<td></td>
</tr>
<tr>
<td>Trust documents, if you’re involved in a trust (for example, trust deed, deed of debt, gift statements, accounts).</td>
<td></td>
</tr>
</tbody>
</table>

Depending on your answers on pages 21 to 30, you may need to bring:

<table>
<thead>
<tr>
<th>For you</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you’re applying for an Accommodation Supplement:</td>
</tr>
<tr>
<td>• proof of accommodation costs</td>
</tr>
<tr>
<td>• proof of your assets and their value.</td>
</tr>
<tr>
<td>If you’re applying for help with Health and Disability Costs:</td>
</tr>
<tr>
<td>• proof of health-related costs</td>
</tr>
<tr>
<td>• a Disability Allowance medical certificate for each person you apply for.</td>
</tr>
<tr>
<td>If you’re applying for Temporary Additional Support:</td>
</tr>
<tr>
<td>• proof of any essential ongoing costs</td>
</tr>
<tr>
<td>• proof of accommodation costs</td>
</tr>
<tr>
<td>• proof of your rates rebate if you get one</td>
</tr>
<tr>
<td>• proof of your assets and their value.</td>
</tr>
</tbody>
</table>
In the applicant form, ‘you’, ‘your’, and ‘yourself’ means the person applying for Extra Help. If we say ‘your partner’ this only applies to you if you have one.

Tell us about yourself
If you have received a benefit or extra financial help from us before, write your client number here if you know it. This number can be found on your Community Services Card or SuperGold Card if you have one.

Client number

What is your full name?

☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Other

First and middle names

Surname or family name

Is the name on your birth certificate the same as above?

☐ No ☐ Yes

Tell us the name that is on your birth certificate

First and middle names

Surname or family name

Have you ever been known by any other name?

☐ No ☐ Yes

Write them all out below

1.

2.

What name would you like us to call you?

☐ The name I wrote in Question 1

☐ The name I wrote in Question 2

☐ Write the full name
Tell us more about you

What date were you born?

Day  Month  Year

Are you:

Male  Female  Gender diverse

ATTACHMENT FOR Q7:
Bring a form or letter from Inland Revenue showing your tax number.

ATTACHMENT FOR Q8:
You need to provide proof of your bank account details.

What is your Inland Revenue tax number?

What bank account would you want your payments to be paid into?

The account is in the name of:

The account number is:

Tell us how we can contact you

Where do you live?

Flat/House number  Street name

Suburb

Town/City

Is your mailing address different from where you live?

No  Yes  Tell us your mailing address

How else can we contact you?

Tick the best way for us to first contact you

Home phone  (  )

Mobile phone  (  )

Other phone  (  )

Do you agree to get emails from us?

No  Yes  Tell us your mailing address  I don’t have an email address
Tell us your ethnicity

INFORMATION FOR Q13:
We collect this information for statistics we use in research and future development work.

Tick the group(s) you most identify with.

- Māori
- Which tribe(s) or iwi?
- New Zealand European
- Other European
- Cook Island Māori
- Other

Please write below
- Don’t want to answer

Tell us about your residence status

HOW TO ANSWER Q14:
This means you consider New Zealand your home, you’re a legal resident, you usually live here and you intend to stay.

Do you usually live in New Zealand?

- No
- Yes

What best describes your residence status in New Zealand? Tick only one box.

- New Zealand citizen by birth
  Go to question 18
- Granted New Zealand citizenship
  Date citizenship granted
  Go to question 16
    Day  Month  Year
- Granted permanent residency
  Date permanent residence granted
  Go to question 16
    Day  Month  Year
- Other
  What is your residence status?

When did you arrive in New Zealand?

Day  Month  Year

What country were you born in?

Please write below
Tell us if you have lived or worked overseas

INFORMATION FOR Q18:
Periods of overseas residence may:
• affect entitlement to some benefits
• mean you’re eligible for an overseas benefit or pension.
• For more information, phone 0800 777 227.

HOW TO ANSWER Q18:
Your reason for being in a country may be that you were there for a working holiday, you were living there, you were born there.

Tell us if you have lived or worked overseas

Have you ever lived or worked in any countries outside of New Zealand?

No  Go to question 21  Yes  Please provide details below

Name of country | Date you entered this country | Date you left this country | Reason for being in this country
--- | --- | --- | ---
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
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| | | | |
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| | | | |
| | | | |

Do you receive or qualify for a social security benefit, pension or allowance from overseas?

No  Go to question 21  Yes  Tick the box that best describes your benefit, pension or allowance

- Retirement or old age
- Superannuation
- Disability or health condition
- Widow or survivor
- Child or dependent
- War related
- Other

If you ticked ‘yes’ for question 19, please give details of the payments you get.

<table>
<thead>
<tr>
<th>Payment 1</th>
<th>Payment 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>What country does the payment come from?</td>
<td></td>
</tr>
<tr>
<td>How much do you get each time the payment is made (in overseas currency)?</td>
<td></td>
</tr>
<tr>
<td>Is this amount before or after tax?</td>
<td></td>
</tr>
<tr>
<td>How often do you get the payment (for example: weekly, fortnightly, monthly)?</td>
<td></td>
</tr>
<tr>
<td>What is the name of your pension, allowance or benefit?</td>
<td></td>
</tr>
<tr>
<td>What is the payment reference number?</td>
<td></td>
</tr>
</tbody>
</table>

Tell us if you’re studying

Are you a full-time student?

No  Yes
Tell us about your dependent children

Tell us about your household

Do you have dependent children in your care?

☐ No  Go to next page  ☐ Yes  Please provide details below

Child 1
Full name
Date of birth

Relationship to you
Parent 1: Full name  Parent 2: Full name

Child 2
Full name
Date of birth

Relationship to you
Parent 1: Full name  Parent 2: Full name

Child 3
Full name
Date of birth

Relationship to you
Parent 1: Full name  Parent 2: Full name

Child 4
Full name
Date of birth

Relationship to you
Parent 1: Full name  Parent 2: Full name

If you need to include more than four children in your application, please write these details about each one on a separate sheet of paper, and bring them with this application form.

How to answer Q22:
Please give the names of children you support financially and who live with you as a member of your family, including:
- your own children
- adopted children
- stepchildren
- children at boarding school
- grandchildren / mokopuna.
The child’s name should be the same as on the child’s birth certificate. Tell us the names of all parents of each child.

Attachment for Q22:
Bring the birth certificate for each dependent child.
Definition of a relationship for benefit purposes

Whether people are single or a couple affects eligibility for certain income assistance and the rate at which we can pay that assistance.

When we work out your entitlement to income assistance, we'll consider you to be in a relationship if you're married, in a civil union, or in a de facto relationship, and have a degree of companionship.

By degree of companionship, we mean two people:

• are committed to each other emotionally for the foreseeable future and
• are financially interdependent on each other.

To give you a better idea of what we mean by this, think about whether your relationship includes some of the things below:

• you live together at the same address most of the time
• you share responsibilities, for example bringing up children (if any)
• you socialise and holiday together
• you share money, bank accounts or credit cards
• you share household bills
• you have a sexual relationship
• people think of you as a couple
• you give each other emotional support and companionship.

Do you understand our definition of a relationship?

☐ I understand the definition of a relationship for benefit purposes

Do you have a partner?

☐ No  ☐ Yes

Your partner needs to complete the Partner form on page 25

What is your partner’s full name?

What date was your partner born?

Day  Month  Year

What is your relationship status with your partner?

☐ Married  ☐ In a civil union  ☐ In a relationship

ATTACHMENT FOR Q27:
Bring your marriage or civil union certificate for your current relationship.
Tell us about your work in the last 52 weeks

By ‘work’ we mean any employment for which you get paid or get other advantages for, such as free or subsidised board, payments in kind, or drawings from a business.

Are you working?

☐ No  ☐ Yes  **Go to question 32**

What type of work do you do?

☐ Full-time  ☐ Part-time  ☐ Casual

☐ Seasonal  ☐ Self-employed  ☐ Voluntary

Who are you working for?

Employer’s name

Employer’s contact details

Address

Phone number (   )  Fax (   )

Email

How much are you paid each week?

<table>
<thead>
<tr>
<th>Type of payment (include goods or services)</th>
<th>Amount before tax</th>
<th>Amount after tax</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
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<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

**HOW TO ANSWER Q29:**

By full-time, we mean you generally work at least 30 hours a week.

By part-time, we mean you generally work at least 15 hours a week.

If you have more than one job please record details of your other employers on a separate sheet of paper.

For each job include the information asked for in questions 29, 30 and 31

**HOW TO ANSWER Q31:**

Include the amount you’re paid and also the value of things you get from your employer instead of money.

If your income varies week to week – provide an average (for example the average of your last four weeks pay).
Tell us about your income and assets

Did you get income from any of the following sources in the last 52 weeks?

Tick one box in each line below

<table>
<thead>
<tr>
<th>Source</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages or salary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Termination pay</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Redundancy pay</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident compensation (eg ACC)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income insurance (replacement/protection)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Farm or business income</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments from self employment or contract work</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest from savings, investments, or bonds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dividends from shares, unit trusts, or managed funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income from rents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments from boarders or flatmates</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Child Support payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other income for a child</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintenance payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments from a former partner</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Allowance, scholarship, or Student Loan living cost payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overseas pension, benefit or allowance payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other superannuation or retirement scheme income (government or private)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income from an estate, if you’ve inherited money</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income from trusts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ATTACHMENT FOR Q32:
Bring a copy of your business accounts.

INFORMATION FOR Q32:
In this application form, ‘partner’ means the person you’re married to or in a civil union or relationship with, not a business partner.

Did you answer ‘yes’ or ‘jointly with partner’ to any of the sources of income listed in question 32?

No | Yes

Tell us the total before-tax amounts, for the last 52 weeks

Where did the income come from? | Payment made to? | Jointly with partner
---|---|---
You | $ | $
| $ | $
| $ | $
| $ | $
| $ | $
| $ | $
HOW TO ANSWER Q34:
Other types of payment include advantages such as free or subsidised goods and services (for example, free food, subsidised accommodation).

Did you get other types of payment apart from money in the last 52 weeks?  
☐ No  ☐ Yes  
Please tell us about the type of payment and its value

<table>
<thead>
<tr>
<th>Type of payment</th>
<th>Where did it come from?</th>
<th>Its value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

HOW TO ANSWER Q35:
How often do you expect the payment, such as weekly, fortnightly, monthly, one-off.
The types of income you need to include here are listed on page 12.

Do you expect to get income or other payments in the next 52 weeks?  
☐ No  ☐ Yes  
Please write the details below. Tell us the before-tax amounts

<table>
<thead>
<tr>
<th>Where will the payment come from?</th>
<th>Payment made to?</th>
<th>Jointly with partner</th>
<th>How often do you expect the payment?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>You</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Are you involved with a trust?

ATTACHMENT FOR Q36: You will need to show us trust documents, such as the trust deed, deed of debt, gift statements, accounts.

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 sold or gifted 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  
Please write the name of the trust

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>
Tell us about your assets

ATTACHMENT FOR Q37:
You may be asked to provide proof of your assets and their value.

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

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

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

HOW TO ANSWER Q39:
Examples of property you do not live in include, land, holiday homes, bach/crib, investment properties.

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

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

<table>
<thead>
<tr>
<th>Type of asset</th>
<th>How much is it worth?</th>
<th>How much do you owe on it?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
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<td></td>
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<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>
**Accommodation Supplement**

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

### Tell us if you want to apply 41

Do you want to apply for the Accommodation Supplement?

- [ ] No    **Go to question 57**
- [ ] Yes

### Tell us who you live with 42

Do you live alone?

- [ ] No    **Please write below the names of the others you live with**    [ ] Yes

<table>
<thead>
<tr>
<th>First name</th>
<th>Surname or family name</th>
<th>Relationship to you</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

### Tell us about rental costs 43

**INFORMATION FOR Q43:**

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

Do you pay rent?

- [ ] No    **Go to question 49**
- [ ] Yes

Do you pay rent to Kāinga Ora (formerly Housing New Zealand)?

- [ ] No
- [ ] Yes    **Go to question 57. You won’t be able to get Accommodation Supplement**

**ATTACHMENT FOR Q46:**

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

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

$ ____________

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

$ ____________

**ATTACHMENT FOR Q47:**

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

Do you pay water rates separately from your rent?

- [ ] No
- [ ] Yes    **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 57**
Tell us about board costs

INFORMATION FOR Q49:
By board we mean the amount you pay for your accommodation where it includes food costs and may also include other costs like electricity.

ATTACHMENT FOR Q50:
You may need to show proof of what you pay for board.

Do you pay board?

- [ ] No  Go to question 52
- [ ] Yes  List what costs your board includes

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

$ 

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

Go to question 57

Tell us about home ownership costs

HOW TO ANSWER Q53:
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 Q53:
You’ll need to show proof of your home ownership costs.

ATTACHMENT FOR Q54:
Bring receipts for any repair and maintenance costs.

ATTACHMENT FOR Q56:
You’ll need to show proof of your rates rebate.

Do you own the home you live in?

- [ ] No  Go to question 52
- [ ] Yes

What are your home ownership costs?

<table>
<thead>
<tr>
<th>Who do you pay?</th>
<th>How much do you pay?</th>
<th>How often do you make the payment (such as weekly, monthly or yearly)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>First mortgage</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other mortgage</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>House insurance</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Mortgage insurance</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Rates</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Ground lease</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Water rates</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Body corporate fees</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

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

- [ ] No
- [ ] Yes  Please write the total amount $ 

Do you have a mortgage from Housing New Zealand?

- [ ] No
- [ ] Yes  Please write the total amount %

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

- [ ] No
- [ ] Yes  Amount $  Rating year 1 July 20 to 30 June 20
Health and disability costs
This helps with extra costs if you or a family member has a health condition or disability lasting more than six months. We call this payment a Disability Allowance.

Tell us about the person you’re applying for

Do you want to apply for the Disability Allowance?

[ ] No  [ ] Yes

If you ticked ‘yes’ to question 57, you’ll also need your doctor or nurse practitioner to fill out the Disability Allowance medical certificate on page 19. You need to complete one for each person you are applying for, so please ask us if you need more.

Who in your family has health-related costs?

[ ] You  [ ] Your partner  [ ] Your dependent child

Tell us the name of the children you are applying for

First name | Surname
--- | ---

Tell us about any payments you get for these health needs

Do you get payments from private medical insurance for any health-related needs?

[ ] No  [ ] Yes

Write the details below

What cost is covered | How much? | Name of person the payment is for
--- | --- | ---
$ | $ | $
$ | $ | $
$ | $ | $

Is this health condition covered by ACC or War Disablement Pension?

[ ] No  [ ] Yes

You may not be entitled to a disability allowance

Describe your extra costs

What extra health-related costs do you have?

Type of cost | Cost | How often (such as weekly, monthly, yearly) | Name of person costs relate to
--- | --- | --- | ---
$ | $ | $
$ | $ | $
$ | $ | $
$ | $ | $
$ | $ | $
$ | $ | $

ATTACHMENT FOR Q58: You need to provide a Disability Allowance medical certificate for each person you apply for.

INFORMATION FOR Q58: You may be able to get a Child Disability Allowance for the same child. Please ask us.

ATTACHMENT FOR Q61: You’ll need to show proof of these costs.

HOW TO ANSWER Q61: Extra costs must be directly related to the health condition. Costs can include medical and prescription costs, medical alarms, lawn mowing, extra power or gas, transport and special equipment.
The Disability Allowance is available for reimbursement of additional costs arising from a disability where the following criteria are met:
1. The person has a disability which is likely to continue for at least 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 health practitioner.

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 in the body of organisms capable of causing illness.

The information you provide below is covered by our Privacy Statement which lets clients know we may contact health providers to check the health-related information they give us. For more information go to workandincome.govt.nz and search on Disability Allowance.
### Accident
- Burns (190)
- Fractures, dislocations, soft tissue injury (191)
- Poisoning, toxic effects (192)
- Internal injuries (193)
- Injury to the nervous system (194)
- Back pain / injury (195)
- Overuse injury [RSI] (196)
- Complications of medical or surgical care (197)
- Other injury (198)

### Other disorders
- Congenital conditions (103)
- Intellectual disability (164)
- Cancer (104)
- Infectious / parasitic diseases (105)
- Musculo-skeletal system disorder (106)
- Respiratory disorders (107)
- Genito-urinary disorders (108)
- Blood and blood forming organs (109)
- Skin disorders (110)
- Digestive system disorder (111)

**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)

**Verification of doctor, specialist or nurse practitioner visits**

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

<table>
<thead>
<tr>
<th>Type of consultation</th>
<th>Cost</th>
<th>How often (e.g. daily, weekly, monthly)</th>
<th>Health practitioner’s initials</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Items, services, treatments, pharmaceuticals**

**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>Health practitioner’s initials</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Health practitioner’s verification**

**Please print your details below.**

- HPI number
- Health practitioner’s full name
- Practice name and address
- Telephone number
- Health practitioner’s signature
- Date

Day  | Month  | Year
Temporary Additional Support

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

Tell us if you want to apply

Do you want to apply for Temporary Additional Support?

- Yes
- No

Go to page 25

Tell us about any Working for Families tax credits you get

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

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

ATTACHMENT FOR Q63:
You’ll need to provide proof of any tax credit.

Please write the details of any tax credit credit below

<table>
<thead>
<tr>
<th>Type of tax credit</th>
<th>You</th>
<th>Your partner</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

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

Are you or your partner working?

- Yes
- No

Go to question 66

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

- Yes
- No

Please write the details below

<table>
<thead>
<tr>
<th>Type of tax credit</th>
<th>How much?</th>
<th>How often? (For example, weekly, fortnightly)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Running costs for a vehicle you use to get to and from work</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Repayment costs for a vehicle you use to get to and from work</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Public transport to and from work</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Telephone, if it is a condition of your work</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Childcare</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>
Tell us how much it costs you for the place where you and your family live

INFORMATION FOR Q67:
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 Q69:
You’ll need to show proof of what you pay for rent.

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

☐ No  ☐ Yes  Go to question 81

Do you pay rent?

☐ No  Go to question 73  ☐ Yes

Do you pay rent to Kāinga Ora (formerly Housing New Zealand)?

☐ No  ☐ Yes

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

$

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

$

ATTACHMENT FOR Q71:
You’ll need to show proof of what you pay for water rates.

Do you pay water rates separately from your rent?

☐ No  ☐ Yes  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 81

INFORMATION FOR Q73:
By board we mean the amount you pay for your accommodation where it includes food costs and may also include other costs like electricity.

ATTACHMENT FOR Q74:
You’ll need to show proof of what you pay for board.

Do you pay board?

☐ No  Go to question 76  ☐ Yes  List what costs your board includes

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

$

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


Go to question 81
**Do you own the home you live in?**

- No [Go to question 81]
- Yes

**What are your home ownership costs?**

<table>
<thead>
<tr>
<th>Cost Type</th>
<th>Who do you pay?</th>
<th>How much do you pay?</th>
<th>How often do you make the payment (such as weekly, monthly or yearly)?</th>
</tr>
</thead>
<tbody>
<tr>
<td>First mortgage</td>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Other mortgage</td>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>House insurance</td>
<td></td>
<td>$</td>
<td></td>
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<tr>
<td>Mortgage insurance</td>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Rates</td>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Ground lease</td>
<td></td>
<td>$</td>
<td></td>
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<tr>
<td>Water rates</td>
<td></td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Body corporate fees</td>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

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

- No
- Yes [Please write the total amount $]

**Do you have a mortgage from Housing New Zealand?**

- No
- Yes [Please write the total amount %]

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

- No
- Yes

**Tell us about other essential costs**

- No
- Yes [Please provide details below]

**INFORMATION FOR Q81:**

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 Q81:**

You’ll need to show proof of these costs.

If you didn’t apply for the Disability Allowance on page 17 and your costs are health-related, please tell us.
### Question 82: 
Do you need a telephone for safety or security reasons, or because of special family circumstances?

<table>
<thead>
<tr>
<th></th>
<th>No</th>
<th>Yes</th>
<th>Please write the details below</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

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

#### How much do you pay?

$ 

#### How often? (weekly, fortnightly, monthly)


### Question 83: 
Tell us what you’ve done to try to pay your essential costs

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
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</tbody>
</table>

### Question 83: 
What steps have you and your partner taken to get other help, reduce costs, or increase income?

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
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</table>

<p>| | | | | |</p>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Tell us about yourself

If you’ve received a benefit or extra financial help from us before, write your client number here if you know it. This number can be found on your Community Services Card if you have one.

Client number

---

1. **What is your full name?**

[ ] Mr  [ ] Mrs  [ ] Ms  [ ] Miss  Other

First and middle names

Surname or family name

2. **Is the name on your birth certificate the same as above?**

[ ] No  [ ] Yes

First and middle names

Surname or family name

3. **Have you ever been known by any other name?**

[ ] No  [ ] Yes

Write them all out below

1. 

2. 

ATTACHMENT FOR Q3: Bring your marriage certificate, deed poll, or other proof of any name change.

4. **What name would you like us to call you?**

[ ] The name I wrote in Question 1

[ ] The name I wrote in Question 2

[ ] Write the full amount
Tell us more about you

What date were you born?

Day
Month
Year

Are you:

☑ Male  ☐ Female  ☐ Gender diverse

ATTACHMENT FOR Q7:
Bring a form or letter from Inland Revenue showing your tax number.

ATTACHMENT FOR Q8:
You need to provide proof of your bank account details, such as a bank statement or deposit slip.

What is your Inland Revenue tax number?

What bank account would you want your payments to be paid into?

The account is in the name of:

The account number is:

Tell us how we can contact you

Where do you live?

Flat/House number
Street Name

Suburb

Town/City

Is your mailing address different from where you live?

☐ No  ☐ Yes  ➜ Tell us your mailing address

How else can we contact you?

Tick the best way for us to first contact you

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

Do you agree to get emails from us?

☐ No  ☐ Yes  ➜ Tell us your mailing address  ☐ I don’t have an email address
Tell us your ethnicity

INFORMATION FOR Q13:
We collect this information for statistics we use in research and future development work.

Tell us about your residence status

HOW TO ANSWER Q14:
This means you consider New Zealand your home, you’re a legal resident, you usually live here and you intend to stay.

Tell us your ethnicity

Tick the group(s) you most identify with.

- Māori
- Which tribe(s) or iwi?
- New Zealand
- European
- Other European
- Niuean
- Samoan
- Indian
- Other
- Please write below
- Don’t want to answer

Tell us about your residence status

Do you usually live in New Zealand?

- No
- Yes

What best describes your residence status in New Zealand? Tick only one box.

- New Zealand citizen by birth
- Granted New Zealand citizenship
  - Date citizenship granted
    - Day
    - Month
    - Year
- Granted permanent residency
  - Date permanent residence granted
    - Day
    - Month
    - Year
- Other
  - What is your residence status?

When did you arrive in New Zealand?

- Day
- Month
- Year

What country were you born in?

-
Tell us if you’ve lived or worked overseas

**INFORMATION FOR Q18:**
Periods of overseas residence may:
- affect entitlement to some benefits
- mean you’re eligible for an overseas benefit or pension.
- For more information, phone 0800 777 227.

**HOW TO ANSWER Q18:**
Your reason for being in a country may be that you were there for a working holiday, you were living there, you were born there.

### Have you ever lived or worked in any countries outside of New Zealand?

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Go to question 21</td>
<td>Please provide details below</td>
</tr>
</tbody>
</table>

#### Please provide details below

<table>
<thead>
<tr>
<th>Name of country</th>
<th>Date entered this country</th>
<th>Date you left this country</th>
<th>Reason for being in this country</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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</tr>
</tbody>
</table>

**ATTACHMENT FOR Q20:**
You’ll need to show us proof of these payments, such as a pension certificate.

### Do you receive or qualify for a social security benefit, pension or allowance from overseas?

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Go to question 21</td>
<td>Tick the box that best describes your benefit, pension or allowance</td>
</tr>
</tbody>
</table>

- Retirement or old age
- Superannuation
- Disability or health condition
- Widow or survivor
- Child or dependent
- War related
- Other

### If you ticked ‘yes’ for question 19, please give details of the payments you get.

<table>
<thead>
<tr>
<th>Payment 1</th>
<th>Payment 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>What country does the payment come from?</td>
<td></td>
</tr>
<tr>
<td>How much do you get each time the payment is made (in overseas currency)?</td>
<td></td>
</tr>
<tr>
<td>Is this amount before or after tax?</td>
<td></td>
</tr>
<tr>
<td>How often do you get the payment (for example: weekly, fortnightly, monthly)?</td>
<td></td>
</tr>
<tr>
<td>What is the name of your pension, allowance or benefit?</td>
<td></td>
</tr>
<tr>
<td>What is the payment reference number?</td>
<td></td>
</tr>
</tbody>
</table>
Tell us about your work in the last 52 weeks

By ‘work’ we mean any employment for which you get paid or get other advantages for, such as free or subsidised board, payments in kind, or drawings from a business.

Tell us about your current work

21

Are you working?

☐ No  Go to question 25  ☐ Yes

22

What type of work do you do?

☐ Full-time  ☐ Part-time  ☐ Casual

☐ Seasonal  ☐ Self-employed  ☐ Voluntary

23

Who are you working for?

Employer’s name

Employer’s contact details

Address

Phone number (   ) Fax (   )

24

Email

How much are you paid each week?

Type of payment (include goods or services)  Amount before tax  Amount after tax

$  $

$  $

$  $

$  $
Tell us about your income

Did you get income from any of the following sources in the last 52 weeks?

<table>
<thead>
<tr>
<th>Source of Income</th>
<th>No</th>
<th>Yes</th>
<th>Jointly with partner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages or salary</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Termination pay</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Redundancy pay</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident compensation (eg ACC)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income insurance (replacement/protection)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Farm or business income</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments from self employment or contract work</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest from savings, investments, or bonds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dividends from shares, unit trusts, or managed funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income from rents</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments from boarders or flatmates</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Child Support payments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other income for a child</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintenance payments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments from a former partner</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Allowance, scholarship, or Student Loan living cost payments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Overseas pension, benefit or allowance payments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other superannuation or retirement scheme income (government or private)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income from an estate, if you’ve inherited money</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income from trusts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ATTACHMENT FOR Q25:
Bring a copy of your business accounts.

INFORMATION FOR Q25:
In this application form, ‘partner’ means the person you’re married to or in a civil union or relationship with, not a business partner.

Did you answer ‘yes’ or jointly with partner’ to any of the sources of income listed in question 25?

<table>
<thead>
<tr>
<th>Yes or Jointly with Partner</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
</tr>
</tbody>
</table>

ATTACHMENT FOR Q26:
You need to show us proof of income you have received in the last 52 weeks.

Tell us the total before-tax amounts, for the last 52 weeks

<table>
<thead>
<tr>
<th>Where did the income come from?</th>
<th>Payment made to?</th>
<th>Jointly with partner</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>
**Did you get other types of payment apart from money in the last 52 weeks?**

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>Please tell us about the type of payment and its value</th>
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<tbody>
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<td><strong>Type of payment</strong></td>
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</table>

**Do you expect to get income or other payments in the next 52 weeks?**

<table>
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<tr>
<th>No</th>
<th>Yes</th>
<th>Please write the details below. Tell us the before-tax amounts</th>
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<tbody>
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<td><strong>Where will the payment come from?</strong></td>
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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 gifted or sold 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.

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>Please write the name of the trust</th>
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<tbody>
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</table>
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 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.
Obligations and signature
Office copy

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.

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

Applicant’s name (print)  Applicant’s signature  Date
Day  Month  Year

Partner’s name (print)  Partner’s signature  Date
Day  Month  Year
Obligations and signature

Applicant’s copy

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