You can apply online. You’ll only be asked questions that are relevant to you. Once you’ve answered the questions, you and your partner will need to meet with us.

To apply or for more information go to seniors.msd.govt.nz or call us on 0800 552 002.

If you’re completing this form, we suggest you read the instructions on pages 1 to 4 before you fill it in, so you get a feel for what’s needed.

If you don’t qualify for NZ Super yourself, your partner can chose to include you in their NZ Super.

If your partner chooses have have you included, you’ll both get paid but any other income either of you get may affect the amount you’re paid. We can help you work out the best option. You also have to be lawfully resident in New Zealand.

A SuperGold Card is a free discounts and concessions card. We’ll automatically send you a card soon after your NZ Super is granted.

You and your partner need to:

1. Fill out this application form.

2. Collect all the documents you need to show us. We tell you about these in the application form (look for the 📜) and we also have a list on page 3.

3. Bring this application form and your documents to a meeting. We’ll make sure we have all the information we need and can answer any questions you might have. If you don’t already have a meeting arranged, contact us on 0800 552 002 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 mohio ki a koe — know you
- We will get to know you, your situation and your needs
- We will use your feedback to improve our service
- We will make sure you understand everything you need to know
- 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 — support you
- We will let you know everything you may be eligible for
- The information we give you will be accessible and consistent no matter how you contact us
- We will help you however we can, as soon as we can
- We will be honest about our mistakes and put them right

Ka mahi tahi ki a koe — with you
- We will respect you and what is important to you
- We will let you know your options, rights and obligations
- We will work together to achieve shared goals
- Our actions will follow our words

How did we do?
Let us know by visiting msd.govt.nz/feedback or call us on 0800 552 002
Once you’ve filled in the application form, use this checklist to tick off all the documents you need for your meeting with us.
Talk to us if you don’t 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>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>
</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>
</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>
</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>
</tr>
<tr>
<td>Proof of your bank account, such as a bank statement or deposit slip showing the account name, account number and bank logo. If you have to write any of these details yourself, you need to get the bank to stamp and sign the statement or slip.</td>
<td>✅</td>
</tr>
</tbody>
</table>

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

### You also need to bring:

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

---

**INFORMATION NOTE:**
Documents need to be originals, or copies of documents that have been certified as a true copy by a Solicitor/Lawyer, Notary Public, Registrar of the Court or Justice of the Peace.
This form is about the partner of the person who qualifies for NZ Super, so it should be completed by the partner. There’s a small section on page 20 for the partner who qualifies for NZ Super to complete and sign.

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]

What is your full name?

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

First and middle names

Surname or family name

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

[ ] No  Tell us the name that is on your birth certificate  [ ] Yes

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

[ ] Other  Write the full name
Tell us more about you

What date were you born?

Day  Month  Year

Are you:

Male  Female  Gender diverse

Are you currently receiving weekly compensation payments from ACC?

No  Yes

If you get weekly compensation payments through ACC, in most cases you can’t get NZ Super for the same period. You may be able to get NZ Super if ACC have confirmed:

• you can get both payments for a period of time, or
• the date your ACC payment stopped.

If you need help call ACC on 0800 101 996.

What is your Inland Revenue tax number?

INFORMATION FOR Q9:
If you don’t give us a tax code, your payment will be taxed at the higher ‘no-notification rate’ of 45%.

ATTACHMENT FOR Q9:
If you use tax code ‘STC’ please provide proof from Inland Revenue.

What tax code do you want to use for your NZ Super payments?

You can work out your tax code using the online calculator at ird.govt.nz or phone Inland Revenue on 0800 227 774.

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?**

<table>
<thead>
<tr>
<th>Contact Type</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home phone</td>
<td>( )</td>
</tr>
<tr>
<td>Mobile phone</td>
<td>( )</td>
</tr>
<tr>
<td>Other phone</td>
<td>( )</td>
</tr>
</tbody>
</table>

Tick the best way for us to first contact you.

**Do you agree to get emails from us, including information about discounts and concessions for SuperGold Card holders?**

- [ ] No
- [ ] Yes
- [ ] Tell us your email address
- [ ] I don’t have an email address

A SuperGold Card will be sent to you automatically, once your NZ Super is granted. It gives you access to thousands of discounts and concessions from businesses around New Zealand and Australia, and to New Zealand government and/or local council services.

**Tell us your ethnicity**

**INFORMATION FOR Q14:**
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
- [ ] Niuean
- [ ] Samoan
- [ ] Indian
- [ ] Other European
- [ ] Tokelauan
- [ ] Tongan
- [ ] Chinese
- [ ] Cook Island Māori
- [ ] Other
- [ ] Please write below
- [ ] Do not want to answer

**Tell us about your residence status**

**HOW TO ANSWER Q15:**
This means you consider New Zealand your home, you’re a legal resident, you usually live here and you intend to stay.

**HOW TO ANSWER Q17:**
If you were under 20 years old when you first arrived in New Zealand, we can accept an approximate date of arrival. If you were over 20 years old and are not sure of the actual date, talk to us and we can decide whether the date needs to be confirmed.

**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 19
- [ ] Granted New Zealand citizenship
  - [ ] Date citizenship granted
    - Day
    - Month
    - Year
  - [ ] Go to question 17
- [ ] Granted permanent residency
  - [ ] Date permanent residence granted
    - Day
    - Month
    - Year
  - [ ] Go to question 17
- [ ] Other
  - [ ] What is your residence status?

**When did you arrive in New Zealand?**

- [ ] Day
  - [ ] Month
  - [ ] Year
Tell us if you’ve lived or worked overseas

INFORMATION FOR Q20:
Periods of overseas residence may:
- affect entitlement to some benefits/pensions
- mean you’re eligible for an overseas benefit or pension.
For more information, phone 0800 777 227.

HOW TO ANSWER Q20:
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. If you don’t know the exact date we’ll accept a month and year.

Have you ever lived or worked in any countries outside of New Zealand?
Don’t include holidays of four weeks or less.

No Go to question 23  Yes Please list details below

Tick the reason(s) for being in each country

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

You need to tell us this because your payments may be affected if you get or are eligible for an overseas pension or benefit.

No Go to question 23  Don’t know Go to question 23

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
ATTACHMENT FOR Q22:
You’ll need to show us proof of these payments, such as a pension certificate.

If you ticked ‘yes’ for question 21, please give details of the payments you get.

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

ATTACHMENT FOR Q23:
You need to provide proof of your bank account, such as a bank statement or deposit slip.

Tell us your bank details

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

The account is in the name of:

The account number is:

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

Tell us whether you’re a veteran

Have you served with the New Zealand Armed Forces?

☐ No  ☑ Yes

If you’ve ticked ‘yes’, you may be entitled to a:

- Veteran’s Pension (for more information call 0800 650 656), and/or a
- War Disablement Pension or associated payments (for more information call Veterans’ Affairs New Zealand on 0800 4 VETERAN (0800 483 8372)).
Tell us about work in the last 52 weeks

By ‘work’ we mean any employment for which you or your partner 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

25 Are you working?

☐ No  ☐ Yes

26 What type of work do you do?

☐ Full-time  ☐ Part-time  ☐ Casual

☐ Seasonal  ☐ Self-employed  ☐ Voluntary

27 Who are you working for?

Employer’s name

Employer’s contact details

Address

Phone number (  )  Fax (  )  Email

28 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>1.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>2.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>3.</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>4.</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

29 Have you applied, or will you apply, for Paid Parental Leave?

☐ No  ☐ Yes  Please write the details below

Which child is it for?

How much is it each week? $ 

What date will it end?

Day  Month  Year
Tell us about your partner’s current work

Is your partner working?

☐ No  Go to question 34  ☐ Yes

What type of work does your partner do?

☐ Full-time  ☐ Part-time  ☐ Casual

☐ Seasonal  ☐ Self-employed  ☐ Voluntary

Who is your partner working for?

Employer’s name

Employer’s contact details

Address

Phone number (  )  Fax (  )

Email

How much is your partner paid each week?

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

1.  $  $

2.  $  $

3.  $  $

4.  $  $

Has your partner applied, or will they apply, for Paid Parental Leave?

☐ No  Go to question 35  ☐ Yes  Please write the details below

Which child is it for?

How much is it each week? $  

What date will it end? Day  Month  Year

INFORMATION FOR Q31:
If your partner has 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 31 to 33.

INFORMATION FOR Q33:
Include the amount your partner’s paid and also the value of things they get from their employer instead of money.
If their income varies week to week – provide an average (for example the average of their last four weeks pay).

INFORMATION FOR Q34:
Paid Parental Leave is paid to eligible parents to care for their newborn or newly adopted child. It’s paid by Inland Revenue.
Your partner may get Best Start tax credits when the Paid Parental Leave ends.
Tell us about your income and assets

### Did you or your partner get income from any of the following sources in the last 52 weeks?

<table>
<thead>
<tr>
<th>Source of Income</th>
<th>Yes</th>
<th>No</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>

### Did you answer ‘yes’ or ‘jointly with partner’ to any of the sources of income listed in question 35?

[ ] No  [ ] Yes

**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>$</td>
<td>$</td>
</tr>
<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 Q37:**
Other types of payment include advantages such as free or subsidised goods and services (for example, free food, subsidised accommodation).

Did you or your partner 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>
</tbody>
</table>

**HOW TO ANSWER Q38:**
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 11.

Do you or your partner 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>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

**Tell us about your assets**

**ATTACHMENT FOR Q39:**
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
- Bonus Bonds, shares, debentures or stocks
- Money lent to other people or organisations
- Other cash assets

If you answered ‘yes’ to any of the assets listed in question 39, 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>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

**HOW TO ANSWER Q41:**
Examples of property you don’t 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
- Boat or caravan
- Other

If you answered ‘yes’ to any of the non-cash assets listed question 41, 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>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>
Have you or your partner sold any assets in the last five years?

- No
- Yes  

Please provide details below

**Asset 1**
- What was the asset?
- How much was it sold for? $_____
- Who was it sold to?
- When was it sold? Day ____  Month ____  Year ____

**Asset 2**
- What was the asset?
- How much was it sold for? $_____
- Who was it sold to?
- When was it sold? Day ____  Month ____  Year ____

Gifting assets includes giving away, transferring, or disposing of your assets to another person or organisation.

If you or your partner (even if they have died) have given assets away they may still be counted for this assessment.

You can gift up to a certain amount for each 12 month period in the five years before you apply. To find out the amount you can gift go to our website [www.workandincome.govt.nz](http://www.workandincome.govt.nz) and search on Residential Care Subsidy.

Have you or your partner ever gifted any assets?

- No
- Yes  

Please provide details below

**Asset 1**
- What was the asset?
- What was the asset worth? $_____
- Who was it gifted to?
- When was it gifted? Day ____  Month ____  Year ____

**Asset 2**
- What was the asset?
- What was the asset worth? $_____
- Who was it gifted to?
- When was it gifted? Day ____  Month ____  Year ____
Are you or your partner involved in a trust, or have you or your partner ever been involved in a trust?

The trust can be any type of trust, including a family 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 free or subsidised accommodation or income such as trust distributions.

[ ] No  [ ] Go to question 46  [ ] Yes  [ ] Please write the name of the trust

ATTACHMENT FOR Q45:
You’ll need to provide full copies of trust documents such as:
- trust deed
- deeds of acknowledgment of debt
- deeds of forgiveness of debt
- Inland Revenue gifting statements
- the latest trust financial statements.
### Extra Help information

You may be able to get extra financial or other help. Most extra help we pay depends on your personal situation and what income or assets you have. You can apply for extra help at any time.

For more information about extra help and application forms go to [seniors.msd.govt.nz](http://seniors.msd.govt.nz) or you can phone us on 0800 552 002.

<table>
<thead>
<tr>
<th>Extra Help Type</th>
<th>Description</th>
<th>Application Information</th>
</tr>
</thead>
</table>
| **Disability Allowance**         | If you, or a family member, have a disability or medical condition likely to continue for at least six months, you may be able to get help with costs such as ongoing visits to the doctor, medicines, medical alarms, travel, and some other costs. Disability Allowance is income tested. | **Do you want to apply for a Disability Allowance?**

No

Yes

Please complete a Disability Allowance application |

| **Accommodation Supplement**     | If you have costs from owning your own home, renting, or boarding, you may be able to get an Accommodation Supplement. How much you get will depend on your income, assets, accommodation costs, family circumstances and where you live. Accommodation Supplement is income and asset tested. If you and/or your partner are tenants living in a community housing property, you won’t be able to get Accommodation Supplement. (Community housing properties are provided by Kāinga Ora (formerly Housing New Zealand) and approved community housing providers.) | **Do you want to apply for an Accommodation Supplement?**

No

Yes

Please complete an Accommodation Supplement application |

| **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. To get Temporary Additional Support, your assets will need to be below a certain level. | **Do you want to apply for Temporary Additional Support?**

No

Yes

Please complete a Temporary Additional Support application |

| **Community Services Card**      | The Community Services Card can help you with the costs of health care. You will pay less for some health services and prescriptions. To be eligible for the Community Services Card, your income must be below a certain level. | **Do you want to apply for a Community Services Card?**

No

Yes

Please complete a Community Services Card application |

| **Dependent children in your care** | A dependent child is a child who is financially supported by you and is living with you as a member of your family. | **Do you have dependent children in your care?**

No

Yes

You may be able to get other forms of financial assistance. Please ask us about this. |
When you’re getting payments from us, there are some things you and your partner need to do to make sure you’re both getting paid the right amount.

If you don’t do these things, we could pay the wrong amount. It could also mean we have to reduce or stop your payments. We don’t want you both to miss out on money so please read these carefully.

Let us know when things change

You need to let us know about changes that might affect the amount you’re paid.

Changes to information about you or your family, like:
• name, address, contact details or bank account number
• starting or stopping living alone
• starting or ending a relationship, marriage, or civil union
• your partner passes away
• the number of dependent children you support.

You need to tell us about changes relating to your income, such as:
• starting, stopping or changing jobs
• changes to your pay or other income
• getting an overseas pension.

We also need to know if you:
• go into or come out of hospital
• are being held in custody or on remand.

If we have the wrong information we could pay you the wrong amount. If we pay you too much you might have to pay us back.

Tell us if you’re going overseas

If you’re traveling or moving overseas you may need to let us know because we may have to change or stop your payments. Whether you need to let us know will depend on your travel plans. There are some examples below.

If there’s a good reason you can’t tell us before you go, then you need to let us know as soon as you can.

To let us know your travel plans, you can complete a form on our website.

Go to workandincome.govt.nz and search on Overseas travel dates.

When you get other payments from us

If you get other payments from us like Winter Energy Payment, Disability Allowance, Accommodation Supplement or Temporary Additional Support, you can keep getting them only for the first 28 days you’re away. You need to let us know about your travel plans before you go.
Traveling for short trips of 28 days (four weeks) or more
You need to let us know if:
• you’re going to be away more than 28 days, or
• you don’t know how long you’ll be away for, or
• you intend to have more than one overseas trip in the next 12 months.

What can happen if you don’t meet your obligations

Your payments can stop if you don’t tell us something we need to know.

You need to do the things listed above to keep getting payments from us. So does your partner, if you have one.
If you don’t tell us something we need to know, your payments can stop. In some cases you could even be prosecuted.

Your rights

You have the right to ask us to review any decision we make about your payments.

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
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
• 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 to a New Zealand Superannuation 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.
**Applicant**

I have answered all the questions that apply to me and my situation.
The information I have given you is true and complete.
I understand the things I need to do while I’m getting payments.
I will do what I need to do to meet my obligations.
I understand what you do with my personal information and how you protect my privacy.

Applicant’s name (print)  
Applicant’s signature  
Date

**Applicant’s partner**

This section must be completed by the person who qualifies for NZ Super.

I understand the obligations explained in this form.

I agree to have my partner included in my NZ Super payments.

Applicant’s partner’s name (print)  
Applicant’s partner’s signature  
Date

**Helper’s statement**

Complete this if you’ve helped the applicant or their partner to complete this application form.

Your first and middle names  
Your surname or family name

Your address

Your phone number

Tick the box for the statement that applies

☐ I completed this application form at the request of the person applying. They told me they understood what they were signing. The statements and answers I have completed are true and complete as given to me by the person applying.

☐ I completed this application form at the request of the partner of the person applying. They told me they understood what they were signing. The statements and answers I have completed are true and complete as given to me by the partner of the person applying.

Helper’s signature  
Date

Day  Month  Year
When you’re getting payments from us, there are some things you need to do to make sure you’re getting paid the right amount. So does your partner, if you have one.

If you don’t do these things, we could pay you the wrong amount. It could also mean we have to reduce or stop your payments. We don’t want you to miss out on money you need so please read these carefully.

**What you need to do**

**Let us know when things change**

You need to let us know about changes that might affect the amount you’re paid.

Changes to information about you or your family, like:

- name, address, contact details or bank account number
- starting or stopping living alone
- starting or ending a relationship, marriage, or civil union
- your partner passes away
- the number of dependent children you support.

You need to tell us about changes relating to your income, such as:

- starting, stopping or changing jobs
- changes to your pay or other income
- getting an overseas pension.

We also need to know if you:

- go into or come out of hospital
- are being held in custody or on remand.

If we have the wrong information we could pay you the wrong amount. If we pay you too much you might have to pay us back.

**Tell us if you’re going overseas**

If you’re traveling or moving overseas you may need to let us know because we may have to change or stop your payments. Whether you need to let us know will depend on your travel plans. There are some examples below.

If there’s a good reason you can’t tell us before you go, then you need to let us know as soon as you can.

To let us know your travel plans, you can complete a form on our website. Go to [workandincome.govt.nz](http://workandincome.govt.nz) and search on Overseas travel dates.

**When you get other payments from us**

If you get other payments from us like Winter Energy Payment, Disability Allowance, Accommodation Supplement or Temporary Additional Support, you can keep getting them only for the first 28 days you’re away. You need to let us know about your travel plans before you go.
Traveling for short trips of 28 days (four weeks) or more
You need to let us know if:
• you’re going to be away more than 28 days, or
• you don’t know how long you’ll be away for, or
• you intend to have more than one overseas trip in the next 12 months.

What can happen if you don’t meet your obligations
Your payments can stop if you don’t tell us something we need to know.

You need to do the things listed above to keep getting payments from us. So does your partner, if you have one.
If you don’t tell us something we need to know, your payments can stop. In some cases you could even be prosecuted.

Your rights
You have the right to ask us to review any decision we make about your payments.

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
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
- 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 to a New Zealand Superannuation 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.
**Signature page**

**Applicant and partner’s copy**

**Applicant**

I have answered all the questions that apply to me and my situation.
The information I have given you is true and complete.
I understand the things I need to do while I’m getting payments.
I will do what I need to do to meet my obligations.
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

**Applicant’s partner**

This section must be completed by the person who qualifies for NZ Super.

I understand the obligations explained in this form.

I agree to have my partner included in my NZ Super payments.

Applicant’s partner’s name (print)  Applicant’s partner’s signature  Date

Day  Month  Year

Please use the document checklist to help you make sure you bring all the documents you need to your meeting with us.