

New Zealand Superannuation application

Why not fill in your application online? Our interactive form will guide you through only the questions you need to answer. When you have finished, you will need to print a summary and sign it. In most cases, if you use the online application form, you can post the signed summary to us – you will not need an interview about your application.

To apply or for more information go to www.seniors.msd.govt.nz or call us on **0800 552 002**. You can also email us at seniors@msd.govt.nz

We suggest that you read the instructions on pages 1 to 4 of this application form before starting to fill it in, so you get a feel for what is needed.

Once you have applied for New Zealand Superannuation and your application has been processed, we will send you your SuperGold Card automatically.

Who can get New Zealand Superannuation?

You may be able to get New Zealand Superannuation if you:

- are aged 65 or over, **and**
- are a New Zealand citizen or permanent resident, **and**
- have been resident and present in New Zealand for at least 10 years since you turned 20, including five years since you turned 50, **and**
- live in New Zealand at the time you apply.

There are exceptions to some of these residency requirements.

If you are not sure if you meet these criteria, please contact us.

How you apply


When you can apply

You can apply for New Zealand Superannuation from eight weeks before you turn 65 to avoid missing out on payments.

If you apply after you turn 65 your payments may only start from the date you apply.

What you need to do

You and your partner (if you have one) need to do some things before your payments can start. If we say your partner we also mean your husband or wife.

1. Fill out this application form.
2. Collect all the documents you need to show us. We tell you about these documents in the application form (look for the ) , and we also have a list on page 3.
3. Bring this application form and the documents to a meeting so we can make sure we have all the information we need and can answer any questions you might have. If you do not already have a meeting arranged, contact us on **0800 552 002** so we can set one up for you.

INFORMATION NOTE:
To request an appointment you can complete a form on our website. Go to the “Do it online” section on the right hand side of our homepage to find the **Appointment** form.
www.seniors.msd.govt.nz

Please give us all the information we need.

If you do not have all the information we need, talk with us and we may be able to help.

If any information you give us is not true, or you haven't told us information that you should have, we may stop paying you. You might need to pay money back, we may impose a penalty, and you could be prosecuted.

What you will find in this application

This application is made up of:

- an applicant form – this is for you to fill out (pages 5 to 13)
- a partner's residence form – this is for your partner (if you have one) to fill out (pages 14 to 16)
- obligations section – this lists the obligations you and your partner (if you have one) must agree to in return for getting payments and what will happen if you do not meet these (pages 17 and 19)
- privacy statement – this is what we do with the information you give us (pages 18 and 20)
- signature page – this is where you and your partner (if you have one) agree to meet your conditions of getting New Zealand Superannuation (pages 21 and 23)
- helper's statement – to be completed if someone has filled in the application form on behalf of you or your partner (if you have one) (page 24).

How to fill in this application


Tick the small square boxes. For example, if your answer to a question is 'Yes', tick the box next to the word 'Yes'.

No Yes

Write in the longer boxes. If you do not have enough room to write the answer to a question, use another piece of paper and attach it to the form.

Often this form tells you what to do next

If you see

 **Text that tells you what to do next**

we want you to answer in the following spaces.


If you see


Go to question #


go to the question number given.

If we do not give you a question number to go to, answer the next question.

We use the following to show when we need documents and to help you answer questions

 Documents you need to bring.

 Information about a question.

 How to answer a question.

The better the information you give us, the sooner we can process your application. So, please fill out the application form carefully, and bring all the documents you need to your meeting.

New Zealand Superannuation what to bring

Once you have 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 do not have any of the documents, have given them to us recently or if there might be a delay in getting them.

If you have a partner, there are items that they need to provide - see the tick boxes on the right, in the list below.

What you need to bring

INFORMATION NOTE:
By legal name we mean the name on your birth certificate or deed poll for a name change.

Proof of who you are:

If you were born in New Zealand, 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).

For you

For your partner
(if you have one)

If you were born overseas, 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).

If your name has changed, bring your marriage certificate, deed poll, or other proof of the name change.

All people applying 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).

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.

One of the documents you bring must be at least two years old.

There are a number of places in this form where we ask to see your original documents. If you prefer, you can provide us with copies of original documents that have been certified as a **true copy** by a Solicitor/Lawyer, Notary Public, Registrar of the Court or Justice of the Peace. Having copies certified may save you time when you apply.

If you have a partner

If you want to include your partner in your payments, they will also need to complete the form:

New Zealand Superannuation Application - Spouse/ Partner form.

If you have a partner, we need to know some details about them and we need to see some identification for them. It is important that we have this information as their situation can affect the rate that we can pay.

If your partner does not qualify for New Zealand Superannuation in their own right, you may want to include them in your payments. In this situation, New Zealand Superannuation is income tested and you will need to provide proof of your and your partner's income.

Even if you are not applying to include your partner in your New Zealand Superannuation, we still need their details, suitable identification and they need to sign the application form.

We also need to know about whether your partner has or is likely to have any entitlement to an overseas pension. Anyone applying for a pension in New Zealand could have their payments affected if their partner qualifies for an overseas pension, even though their partner is not applying for New Zealand Superannuation individually or with the applicant (Section 70 of the Social Security Act 1964).

Going overseas

Travelling for short trips of 28 days (four weeks) or more

Let us know about your overseas travel if:

- you will be out of the country for 28 days (4 weeks) or more, **or**
- you don't know how long you will be away, **or**
- you intend to have more than one overseas trip within the next 12 months.

We can give you advice about:

- any effect your trip may have on your payments
- avoiding an unexpected debt
- being left stranded overseas without any money if things happen that delay your return to New Zealand.

Travelling for 26 weeks or less

You can go overseas for 26 weeks or less and if you already receive New Zealand Superannuation your payments can continue as normal.

If you receive extra help from us such as a Disability Allowance or Accommodation Supplement you may be able to get this for the first 28 days of your absence from New Zealand. If you are still overseas after 26 weeks, your entitlement to New Zealand Superannuation may stop. If you are still out of New Zealand four weeks later (30 weeks in total), then you may have to repay all payments made to you since you left.

If you plan to return to New Zealand within 26 weeks, but you get held up due to circumstances beyond your control or that you could not have foreseen before you go, you may be able to keep the payments made to you for the first 26 weeks of your travel.

Travelling for more than 26 weeks

You may be able to receive all or some of your payments while you're away. You need to contact us at least six weeks before you travel to apply to receive payments overseas. The payment you'll get depends on where you go and how long you have lived in New Zealand.

Going overseas to live

If you go overseas to live you may be able to take all or some of your payments with you, or receive payments from the country you move to. Make sure you talk with us about your plans before you leave New Zealand as generally you must apply for payment overseas **before** you leave New Zealand. Call Senior Services – International on **0800 777 227**.

INFORMATION NOTE:

To let us know about your travel plans you can complete a form on our website. Go to the "Do it online" section on the right hand side of our homepage to find the **Overseas travel dates** form.

www.seniors.ms.govt.nz

For more information about going overseas to live:

- visit www.seniors.ms.govt.nz
- visit www.workandincome.govt.nz/documents/brochures/retired-and-going-overseas.pdf
- call us on **0800 552 002**.

New Zealand Superannuation applicant form



Work and Income
Te Hiranga Tangata

A service of the Ministry of Social Development

In the applicant form, 'you', 'your', and 'yourself' means the person applying for New Zealand Superannuation. If we say your partner we also mean your husband or wife. These only apply 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 if you have one.

Client number

 | |

Tell us the names you have been known by

1

What is your full name?

 Mrs Miss Ms Mr 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

1.

2.

4

What name would you like us to call you?

 The name I wrote in Question 1 The name I wrote in Question 2 Other

ATTACHMENT FOR Q1:
Bring proof of who you are. What you need to bring is explained on page 3.

HOW TO ANSWER Q3:
For example, have you had married names, English names, changes by deed poll, or aliases?

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

Tell us more about you

5

What date were you born?

--	--	--

Day Month Year

6

Are you:

Male Female

INFORMATION FOR Q7:

ACC is the Accident Compensation Corporation.

7

Are you currently receiving weekly compensation payments from ACC?

No Yes

If you receive weekly compensation payments through ACC, in most cases you can't receive New Zealand Superannuation for the same period. You may be able to receive New Zealand Superannuation if ACC have confirmed:

- that 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**.

8

What is your Inland Revenue tax number?

--	--	--	--	--	--	--	--	--	--

INFORMATION FOR Q9:

If you don't provide us with a tax code then your payment will be taxed at the higher 'no-notification rate' of 45%.

9

What tax code do you want to use for your New Zealand Superannuation payments?

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

ATTACHMENT FOR Q9:

If you use tax code 'STC' please provide proof from Inland Revenue.

Tell us how we can contact you

10

Where do you live?

Flat/House number Street name

Suburb

Town/City

HOW TO ANSWER Q10:

If you live in a rural area, flat/house number could include your RAPID number, fire number, emergency services number.

HOW TO ANSWER Q11:

Mailing address can include a postal box (PO Box), rural delivery details, or C/O address.

11

Is your mailing address different from where you live?

No Yes

HOW TO ANSWER Q12:
Please only give us contact details you would like us to use.

12

How else can we contact you?

Tick the best way for us to first contact you

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

13

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

No Yes I don't have an email address

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

Tell us your ethnicity

14

INFORMATION FOR Q14:

We collect this information for statistics that we use in research and future development work. If you do not want to answer this question tick the 'do not want to answer' box.

Tick the group(s) you most identify with.

Māori

New Zealand European Niuean Samoan Indian

Other European Tokelauan Tongan Chinese

Cook Island Māori Other Do not want to answer

Tell us about your residence status

15

Do you usually live in New Zealand?

No Yes

16

HOW TO ANSWER Q15:

This means that you consider New Zealand your home, you are a legal resident, you currently live here on a day-to-day basis and you intend to stay. In deciding if someone is ordinarily resident we look at:

- time spent in New Zealand and your intentions for the future
- property and assets that you own here
- which country your bank accounts, cash assets and investments are in
- whether your income is earned here or overseas
- whether you pay tax here
- whether you are eligible to vote here
- your involvement in the community, clubs and other groups.

Do you regularly visit any countries outside New Zealand?

No Yes

Name of country you visit or will visit	How often?	How long?	Reason for visiting (for example, holiday, working, living)

17

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

New Zealand citizen by birth

Go to question 20

Granted New Zealand citizenship

Date citizenship granted

Day	Month	Year

Go to question 18

Granted permanent residency

Date permanent residence granted

Day	Month	Year

Go to question 18

Other

↓ What is your residence status?

HOW TO ANSWER Q18:

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.

18

When did you arrive in New Zealand?

Day	Month	Year

19

What country were you born in?

20

How many years have you lived in New Zealand from the age of 50 years?

Number of years

If you answered 10 years or more go to question 22

21

How many years have you lived in New Zealand between the ages of 20 and 50 years old?

Tell us if you have lived or worked overseas

22

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

No

Go to question 25

Yes

↓ Please list details below

Tick the reason(s) for being in each country

Name of country	Date you entered this country	Date you left this country	Holiday	Work	Visiting family	Study	Missionary work	Humanitarian work	Other
	/ /	/ /							
	/ /	/ /							
	/ /	/ /							
	/ /	/ /							
	/ /	/ /							
	/ /	/ /							
	/ /	/ /							

INFORMATION FOR Q22:

Periods of overseas residence may:

- affect entitlement to some benefits/pensions
- mean you are eligible for an overseas benefit or pension.

For more information, phone **0800 777 227**.

HOW TO ANSWER Q22:

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 do not know the exact date we will accept a month and year.

23

Do you receive 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 receive or are eligible for an overseas pension or benefit.

No

Go to question 25

Don't know

Go to question 25

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 Q24:

You will need to show us evidence of these payments, such as a pension certificate.

24

If you ticked 'Yes' for question 23, please give details of the payments you receive.

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

Tell us your bank details

25

ATTACHMENT FOR Q25:

You need to provide 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.

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

The account is in the name of:

The account number is:

Bank	Branch	Account number	Suffix

Tell us whether you are a veteran

26

Have you served with the New Zealand Armed Forces?

No

Yes

If you have 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 your household

If you meet our definition of living alone, we may be able to pay you a higher rate of New Zealand Superannuation to recognise the cost of maintaining your home on your own.

You may also get this if you have a partner who is in residential care, hospital or prison, or in other situations when you are not living on your own. You can have visitors stay with you for up to 13 weeks and still get the living alone rate.

Tell us about your living situation **27**

INFORMATION FOR Q28:

We do not need to know the name of each person

ATTACHMENT FOR Q28: **28**

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

Do you live alone?

I live with my partner [Go to question 32](#)

I live with other people [Go to question 28](#)

Yes [Go to question 29](#)

Please provide details for anyone you live with:

Person 1

Relationship to you

Is this person 18 years or younger?

No [Go to next person or question 31](#)

Yes [↓ Answer the following](#)

What is their date of birth?
Day Month Year

Does this person attend school or a tertiary institution?

No Yes

Person 2

Relationship to you

Is this person 18 years or younger?

No [Go to next person or question 31](#)

Yes [↓ Answer the following](#)

What is their date of birth?
Day Month Year

Does this person attend school or a tertiary institution?

No Yes

Person 3

Relationship to you

Is this person 18 years or younger?

No [Go to question 31](#)

Yes [↓ Answer the following](#)

What is their date of birth?
Day Month Year

Does this person attend school or a tertiary institution?

No Yes

29

Do you have any visitors aged 18 years or older who will be staying with you for 13 weeks or longer?

No Yes

INFORMATION FOR Q30:

'Self-contained' means there is a kitchen or kitchenette and a bathroom.

30

What is your accommodation?

- House or flat
- Self-contained 'granny' flat
- Self-contained unit in a retirement village or rest home
- A boat moored within New Zealand territorial waters
- Accommodation in a caravan park
- Other
- A room in a boarding house
- Hotel or motel

Tell us if you have a partner

We need to know if you have a partner or husband or wife and some information about them, even if they are not being included in your New Zealand Superannuation. This is so that we can pay the right rate and work out whether your partner may be entitled to an overseas pension which could affect your New Zealand Superannuation.

By 'partner' we mean someone you are in a relationship with. If you are not sure, you can leave this section blank until you talk to us. In the meantime, go to question 40.

31

Do you have a partner?

No Yes

32

What is your partner's full name?

33

What is your partner's date of birth?

Day	Month	Year

34

Is your partner:

Male Female

35

What is your relationship status with your partner?

Married In a civil union In a relationship

INFORMATION FOR Q36:

If your partner is living at a different address, for example a rest home, you may qualify for a living alone rate.

36

Are you living at the same address as your partner?

No Yes

Go to question 38

37

Where does your partner live?

Rest home Public hospital Private hospital Prison

Other



Please tell us where they live

38

Do you want to include your partner in your New Zealand Superannuation?

If your partner doesn't qualify for their own New Zealand Superannuation you may want to include them in your New Zealand Superannuation (for example if they are under 65 years and financially dependent on you). If you include your partner any income you both get could affect how much we pay you both. Whether you choose to include your partner in your New Zealand Superannuation or not, any overseas pension that your partner may be entitled to receive may affect your payment.

If you are not sure what the best option is, please talk with us.

No Yes

Your partner needs to complete a New Zealand Superannuation Application – Partner form

39

Is your partner receiving a benefit or New Zealand Superannuation?

No

Your partner needs to complete the partner's residence form on page 14

Yes



What is their client number?

 | |

Extra Help information

You may be able to get extra financial or other help. What you qualify for depends on your personal situation. You can apply for extra help at any time.

Most extra help we pay depends on what income or assets you have. If you would like to know more about what help is available or you would like to apply for extra help, please let us know.

For more information about extra help and application forms go to www.seniors.ms.govt.nz or you can phone us on **0800 552 002**.

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.

40

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 extra help through the 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 social housing property, you won't be able to get Accommodation Supplement. (Social housing properties are provided by Housing New Zealand and registered community housing providers.)

41

Do you want to apply for an Accommodation Supplement?

 No Yes

Please complete an Accommodation Supplement application

Temporary Additional Support

Extra help with essential costs may be available through Temporary Additional Support.

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

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

42

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.

43

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.

44

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.

If you do not have a partner, please go to page 17

New Zealand Superannuation partner's residence form



Work and Income
Te Hiranga Tangata

A service of the Ministry of Social Development

This partner's residence form should be completed by the partner of the person applying for New Zealand Superannuation if they are:

- not already receiving New Zealand Superannuation
- not being included in your New Zealand Superannuation
- not already receiving a benefit.

We need this information so that we can pay the right rate. For more information about why your partner needs to complete this form, please read the 'If you have a partner' section on page 4.

In this form, 'you', 'your', and 'yourself' means the partner of the person applying for New Zealand Superannuation. By partner, we also mean husband or wife.

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 if you have one.

Client number

 | |

Tell us the names you have been known by

1

What is your full name?

Mrs Miss Ms Mr Other

First and middle names

Surname or family name

2

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



ATTACHMENT FOR Q1:

Bring proof of who you are. What you need to bring is explained on page 3.

HOW TO ANSWER Q3:

For example, have you had married names, English names, changes by deed poll, or aliases?

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

Other

↓ Write the full name

5

What date were you born?

Day Month Year

6

Are you:

Male

Female

Tell us about your residence status

7

Do you usually live in New Zealand?

No

Yes

8

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

New Zealand citizen by birth

Go to question 11

Granted New Zealand citizenship

Date citizenship granted

Day Month Year

Go to question 9

Granted permanent residency

Date permanent residence granted

Day Month Year

Go to question 9

Other

↓ What is your residence status?

HOW TO ANSWER Q7:

By answering yes, this means that you consider New Zealand your home, you are a legal resident, you usually live here and you intend to stay.

9

When did you arrive in New Zealand?

Day Month Year

10

What country were you born in?

HOW TO ANSWER Q9:

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.

Tell us if you have lived or worked overseas

11

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

No [Go to page 17](#) Yes [Please list details below](#)

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

INFORMATION FOR Q11:

Periods of overseas residence may:

- affect entitlement to some benefits/pensions
- mean you are eligible for an overseas benefit or pension.

For more information, phone 0800 777 227.

HOW TO ANSWER Q11:

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 do not know the exact date we will accept a month and year.

12

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

No [Go to page 17](#) Don't know [Go to page 17](#)

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 Q13:

You will need to show us evidence of these payments, such as a pension certificate.

13

If you ticked 'Yes' for question 12, please give details of the payments you receive.

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



Both you and your partner need to read and complete this section.

This part of the application form:

- lists the obligations for you and your partner
- explains what will happen if obligations are not met
- includes a signature page for you and your partner to sign
- explains how we protect the information given to us, and what we can do with it.

Obligations

It is important to let us know about any changes that could affect your New Zealand Superannuation payments to ensure that we pay you correctly. You can let us know of any changes by calling us on **0800 552 002**.

Change of circumstances

I must tell the Ministry of Social Development immediately if either my partner or I:

- start or stop living alone
- have changes to personal details (such as name, address or bank account number)
- have changes to my/our living situation (such as marriage or separation, starting or ending a civil union, starting or ending a de facto relationship with someone of the same or opposite sex, change in the number of children supported)
- are imprisoned/held in custody on remand
- are admitted to or discharged from hospital
- have been granted an overseas pension
- have any other change that may affect my/our New Zealand Superannuation entitlement or rate.

If a partner is included in New Zealand Superannuation payments

If my partner is included in my New Zealand Superannuation then I must tell the Ministry of Social Development immediately if either my partner or I:

- have a change in work situation (such as starting paid part-time, casual or full-time work)
- have become self employed/start to run a business
- have changes to my/our income or financial circumstances.

Overseas Travel

If you intend to travel overseas for 28 days (four weeks) or more, let us know your travel dates before you go. We can advise you of your options and confirm whether your payments will continue or change while you are away. This will help you to avoid having to pay back an unexpected overpayment or being left stranded overseas without any money. See page 4 for more information.

What happens if you do not meet your obligations

Not telling us about changes in your circumstances

I understand that if I do not tell the Ministry of Social Development about changes in my or my partner's life that might affect my New Zealand Superannuation entitlement, then:

- my New Zealand Superannuation may be reviewed and stopped and
- I may have to pay back the total amount of any overpayment that I have received and
- the Ministry of Social Development may impose a penalty (up to three times the value of the overpayment) or
- I may be prosecuted and fined and/or imprisoned.

You have the right to review or dispute any decision to reduce or stop your New Zealand Superannuation. The consequences described above will also apply if we use this application form to grant you the Emergency Benefit.

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 1964
- delivering superannuation services under the New Zealand Superannuation and Retirement Income Act 2001
- 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 providers

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

We may use information for social housing

Information you give us when you apply for assistance, and at any time after that, may also be used for social housing purposes under the Housing Restructuring and Tenancy Matters Act 1992, including reviewing your eligibility for social housing or your income-related rent. Social 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, the Department of Corrections, the New Zealand Customs Service, the Department of Internal Affairs, the Accident Compensation Corporation, Housing New Zealand Corporation, Ministry of Health and Immigration New Zealand. It may also be compared with social security information (for example, pension or benefit information) held by other governments (including Australia, 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, social 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 social 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.



Copy for the applicant and partner.

This part of the application form:

- lists the obligations for the applicant and partner
- explains what will happen if obligations are not met
- includes a signature page for you and your partner to sign
- explains how we protect the information given to us, and what we can do with it.

Obligations

It is important to let us know about any changes that could affect your New Zealand Superannuation payments to ensure that we pay you correctly. You can let us know of any changes by calling us on **0800 552 002**.

Change of circumstances

I must tell the Ministry of Social Development immediately if either my partner or I:

- start or stop living alone
- have changes to personal details (such as name, address or bank account number)
- have changes to my/our living situation (such as marriage or separation, starting or ending a civil union, starting or ending a de facto relationship with someone of the same or opposite sex, change in the number of children supported)
- are imprisoned/held in custody on remand
- are admitted to or discharged from hospital
- have been granted an overseas pension
- have any other change that may affect my/our New Zealand Superannuation entitlement or rate.

If a partner is included in New Zealand Superannuation payments

If my partner is included in my New Zealand Superannuation then I must tell the Ministry of Social Development immediately if either my partner or I:

- have a change in work situation (such as starting paid part-time, casual or full-time work)
- have become self employed/start to run a business
- have changes to my/our income or financial circumstances.

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What happens if you do not meet your obligations

Not telling us about changes in your circumstances

I understand that if I do not tell the Ministry of Social Development about changes in my or my partner's life that might affect my New Zealand Superannuation entitlement, then:

- my New Zealand Superannuation may be reviewed and stopped and
- I may have to pay back the total amount of any overpayment that I have received and
- the Ministry of Social Development may impose a penalty (up to three times the value of the overpayment) or
- I may be prosecuted and fined and/or imprisoned.

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- granting benefits and other assistance under the Social Security Act 1964
- delivering superannuation services under the New Zealand Superannuation and Retirement Income Act 2001
- 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.

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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, the Department of Corrections, the New Zealand Customs Service, the Department of Internal Affairs, the Accident Compensation Corporation, Housing New Zealand Corporation, Ministry of Health and Immigration New Zealand. It may also be compared with social security information (for example, pension or benefit information) held by other governments (including Australia, Malta and the Netherlands).

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- 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, social 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 social 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 for New Zealand Superannuation

Applicant copy

By ticking the boxes and signing this application, you agree to meet your obligations.

Applicant

- I have read the obligations (or had them explained to me), I understand these, and have been given a copy
- I understand my responsibility to let the Ministry of Social Development know about any changes in my or my partner's circumstances and what will happen if I do not do this
- All the questions that apply to my situation have been completed
- The information I have provided is true and complete
- I have read (or had explained to me) and understood the Privacy Statement contained in this application form

Applicant's name (print)

Applicant's signature

Date

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

Applicant's partner copy

By ticking the boxes and signing this application, you agree to meet your obligations.

Applicant's partner

- I have read the obligations (or had them explained to me), I understand these, and have been given a copy
- I understand my responsibility to let the Ministry of Social Development know about any changes in my or my partner's circumstances and what will happen if I do not do this
- All the questions that apply to my situation have been completed
- The information I have provided is true and complete
- I have read (or had explained to me) and understood the Privacy Statement contained in this application form

Applicant partner's name (print)

Applicant partner's signature

Date

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

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 New Zealand Superannuation. You might need to pay money back, we may impose a penalty, and you could be prosecuted.

If someone has completed the application form for you please get them to complete the Helper's statement on page 24.

Please use the "What to Bring" checklist (page 3) to help you make sure you bring all the documents you need to your meeting with us.

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 New Zealand Superannuation. You might need to pay money back, we may impose a penalty, and you could be prosecuted.

If someone has completed the application form for you please get them to complete the Helper's statement on page 24.

Please use the "What to Bring" checklist (page 3) to help you make sure you bring all the documents you need to your meeting with us.

Signature page for New Zealand Superannuation

Office copy

By ticking the boxes and signing this application, you agree to meet your obligations.

Applicant

- I have read the obligations (or had them explained to me), I understand these, and have been given a copy
- I understand my responsibility to let the Ministry of Social Development know about any changes in my or my partner's circumstances and what will happen if I do not do this
- All the questions that apply to my situation have been completed
- The information I have provided is true and complete
- I have read (or had explained to me) and understood the Privacy Statement contained in this application form

Applicant's name (print)

Applicant's signature

Date

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

Applicant's partner

- I have read the obligations (or had them explained to me), I understand these, and have been given a copy
- I understand my responsibility to let the Ministry of Social Development know about any changes in my or my partner's circumstances and what will happen if I do not do this
- All the questions that apply to my situation have been completed
- The information I have provided is true and complete
- I have read (or had explained to me) and understood the Privacy Statement contained in this application form

Applicant partner's name (print)

Applicant partner's signature

Date

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

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 New Zealand Superannuation. You might need to pay money back, we may impose a penalty, and you could be prosecuted.

If someone has completed the application form for you or your partner, please get them to complete the Helper's statement on page 24.

Helper's statement

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

What is your full name?

First and middle names

Surname or family name

What are your contact details?

Address

Phone number

Tick the box for the statement that applies

- I completed this application form at the request of the person applying for New Zealand Superannuation. 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 for New Zealand Superannuation. 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