Rent Arrears Assistance is a one-off payment to help you pay your overdue rent so you can stay in your home.

If you already get regular payments from us you don’t need to fill in this form. If you haven’t already done so, call us on 0800 559 009 to book an appointment to apply for Rent Arrears Assistance.

You’ll need to bring the documents below with you to your appointment. 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 getting them.

### What you need to bring

<table>
<thead>
<tr>
<th>Information about your tenancy</th>
<th>For you</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your tenancy agreement or a tenancy order from the court</td>
<td></td>
</tr>
<tr>
<td>Proof of the overdue rent you need to pay (for example a letter from a landlord)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Proof of who you are:</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.**

---

**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.
Depending on answers you may also need to bring:

<table>
<thead>
<tr>
<th>For you</th>
<th>For your partner (if you have one)</th>
</tr>
</thead>
<tbody>
<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>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>Proof of payments, if you receive a benefit, allowance or pension from overseas.</td>
<td></td>
</tr>
<tr>
<td>Your business accounts, if you have your own business.</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>
<tr>
<td>Proof of your assets and their value.</td>
<td></td>
</tr>
</tbody>
</table>

You must give us all the information we need.

We may consider prosecution if we find out later any of the information you give us isn’t true, or that you knew information you should’ve told us but didn’t.
Rent Arrears Assistance
application

In the applicant form, ‘you’, ‘your’, and ‘yourself’ means the person applying.
If we say ‘your partner’ this only applies if you have one.

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 or SuperGold Card if you have one.

Client number

Tell us the names you’ve been known by

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  
  - [ ] 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

ATTACHMENT FOR Q1:
Bring proof of who you are. What you need to bring is explained on page 1.

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

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

What date were you born?

Day  
Month  
Year

Are you:

Female

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 is your bank account number?

The account is in the name of:

The account number is:

Bank  
Branch  
Account number  
Suffix

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

HOW TO ANSWER Q11:
Please only give us contact details you’d like us to use.

Tell us your mailing address

How else can we contact you?

Home phone  
(  )

Mobile phone  
(  )

Other phone  
(  )

Do you agree to get emails from us?

No  
Yes

Tell us your email 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.

Tick the group(s) you most identify with.

- Māori
- New Zealand European
- Other European
- Cook Island Māori
- Other

Which tribe(s) or iwi?

- Niuean
- Samoan
- Indian
- Tokelauan
- Tongan
- Chinese
- Other

Please write below

Don't want to answer

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
- Granted permanent residency
- Other

When did you arrive in New Zealand?

Day: [ ]
Month: [ ]
Year: [ ]

What country were you born in?


Have you lived in New Zealand for at least two years since you became a permanent resident?

- No
- Yes
Tell us about the people in your household

**Tell us about your dependent children**

**HOW TO ANSWER Q19:**
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 Q19:**
Bring the birth certificate for each dependent child.

**Do you have dependent children in your care?**
- [ ] No  [Go to page 7]  
- [ ] Yes  [Please provide details below]

<table>
<thead>
<tr>
<th>Child</th>
<th>Full name</th>
<th>Date of birth</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Relationship to you**

<table>
<thead>
<tr>
<th>Parent 1: Full name</th>
<th>Parent 2: Full name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Child 2**

<table>
<thead>
<tr>
<th>Full name</th>
<th>Date of birth</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Relationship to you**

<table>
<thead>
<tr>
<th>Parent 1: Full name</th>
<th>Parent 2: Full name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Child 3**

<table>
<thead>
<tr>
<th>Full name</th>
<th>Date of birth</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Relationship to you**

<table>
<thead>
<tr>
<th>Parent 1: Full name</th>
<th>Parent 2: Full name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Child 4**

<table>
<thead>
<tr>
<th>Full name</th>
<th>Date of birth</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Relationship to you**

<table>
<thead>
<tr>
<th>Parent 1: Full name</th>
<th>Parent 2: Full name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**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.**

**Do you have a shared care arrangement for any of your dependent children?**
- [ ] No  
- [ ] Yes  [Please list the details below]

<table>
<thead>
<tr>
<th>Name of child</th>
<th>Hours a week in your care</th>
<th>Name of person you have shared care with</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>
<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>

**Go to page 7**
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.

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 separately but stay overnight at each other’s place a few nights a week
- 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

**What is your partner’s full name?**

☐

**What is your partner’s date of birth?**

☐ Day ☐ Month ☐ Year

**What is your relationship status with your partner?**

☐ Married ☐ In a civil union ☐ In a relationship

**Are you living at the same address as your partner?**

☐ No ☐ Yes

**Why are you living apart from your partner?**

☐ They’re in prison   ☐ Date they were imprisoned ☐ Day ☐ Month ☐ Year

☐ Other   ☐ Please explain why below

☐
Tell us about your income and assets

Tell us about income in the last 52 weeks?

ATTACHMENT FOR Q28:
Bring a copy of your business accounts.

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

- Wages or salary
- Termination pay
- Redundancy pay
- Accident compensation (eg ACC)
- Income insurance (replacement/protection)
- Farm or business income
- Payments from self employment or contract work
- Interest from savings, investments, or bonds
- Dividends from shares, unit trusts, or managed funds
- Income from rents
- Payments from boarders or flatmates
- Child Support payments
- Other income for a child
- Maintenance payments
- Payments from a former partner
- Student Allowance, scholarship, or Student Loan living cost payments
- Overseas pension, benefit or allowance payments
- Other superannuation or retirement scheme income (government or private)
- Income from an estate, if you’ve inherited money
- Income from trusts
- Other

ATTACHMENT FOR Q29:
You need to show us proof of income you get.

Did you answer ‘yes’ to any of the sources of income listed in question 28?

- No
- Yes

Tell us the before-tax amounts you get

<table>
<thead>
<tr>
<th>Where did the income come from?</th>
<th>Payment made to?</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>
<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 Q30:**

Other types of payment include advantages such as free or subsidised goods and services (for example, free food, subsidised accommodation).

**Do you or your partner get other types of payment apart from money?**

<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>

**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 transferred assets to a trust
- you make decisions about managing a trust
- you benefit from a trust, for example, by receiving income such as trust distributions.

**Tell us about your assets**

**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>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>
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>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Tell us about the rent you owe

How much overdue rent do you owe your landlord?

$ ______________________

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

____________________________________________________________________________________
____________________________________________________________________________________

What will happen if this rent arrears assistance isn’t provided?

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
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
- providing services under the Residential Care and Disability Support Services Act 2018
- statistical and research purposes
- providing advice to Government
- providing support and services for you and your family
- providing education related services
- care and protection needs of children
- assessing eligibility for social housing and calculating income-related rents under the Housing Restructuring and Tenancy Matters Act 1992
- assessing whether you and/or your partner may be entitled to an overseas pension, benefit or allowance.

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

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

We may use information for public housing
Information you give us when you apply for assistance, and at any time after that, may also be used for public housing purposes under the Housing Restructuring and Tenancy Matters Act 1992, including reviewing your eligibility for social housing or your income-related rent.

Public housing is subsidised housing available to people in the greatest need of housing for the duration of their need. It is provided by Housing New Zealand and approved community housing providers.

We may compare the information you give us with information held by other agencies
The information you give us may be compared with information held by other agencies such as Inland Revenue, the Ministry of Justice, Department of Corrections, New Zealand Customs Service, Department of Internal Affairs, Accident Compensation Corporation, Housing New Zealand Corporation, Ministry of Health and Immigration New Zealand. It may also be compared with social security information (for example, pension or benefit information) held by other governments (including Australia, Malta and the Netherlands).

We may share information with Inland Revenue
Under the Tax Administration Act 1994, if you have dependent children, the information you give us may be shared with Inland Revenue for the purpose of administering Working for Families Tax Credits. Inland Revenue may also:
- use the information for the purposes of child support, student loans and taxation
- disclose it to the Ministry of Business, Innovation, and Employment, Statistics New Zealand, the Ministry of Justice, the Accident Compensation Corporation, and the Ministry of Education
- disclose your personal information to your partner.

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

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

You have the right to see and correct your information
Under the Privacy Act 1993 you have the right to ask to see all information we hold about you and to ask us to correct that information.
**Signature page**

**Applicant and partner**

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

<table>
<thead>
<tr>
<th>Applicant’s name (print)</th>
<th>Applicant’s signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Applicant’s partner’s name (print)</th>
<th>Applicant’s partner’s signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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