## Temporary Additional Support Application Form

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

### Tell us about yourself

Write your Client number here. It can be found on your Community Services Card.

<table>
<thead>
<tr>
<th>Client number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

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

- First and middle names
- Surname or family name

#### 2. What date were you born?

- Day
- Month
- Year

#### 3. Where do you live?

- Flat/House number
- Street name
- Suburb
- Town/City

**HOW TO ANSWER Q3:**
If you live in a rural area, flat/house number could include your RAPID number, fire number, emergency services number.

**HOW TO ANSWER Q4:**
Mailing address can include a PO Box, rural delivery details, or C/O address.

#### 4. Is your mailing address different from where you live?

- No
- Yes

**Tell us your mailing address**

#### 5. How else can we contact you?

- Home phone ( )
- Mobile phone ( )
- Other phone ( )

**Tick the best way for us to first contact you**

#### 6. Do you live alone?

- No
- Yes

**Please write below the names of the others you live with**

<table>
<thead>
<tr>
<th>First name</th>
<th>Surname or family name</th>
<th>Relationship to you</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>
Tell us about your income and assets

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

- 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 Q7:
Bring a copy of your business accounts.

INFORMATION FOR Q7:
In this application form, ‘partner’ means the person you are married to or in a civil union or relationship with, not a business partner.

ATTACHMENT FOR Q8:
You need to show us proof of income you have received in the last 52 weeks and details of your income for the last 26 weeks.

Did you answer ‘yes’ or ‘jointly with partner’ to any of the sources of income listed in question 7?

Payment made to?

<table>
<thead>
<tr>
<th>Where did the income come from?</th>
<th>You</th>
<th>Your partner</th>
<th>Jointly with partner</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<td>$</td>
</tr>
</tbody>
</table>
### Tell us about any Working for Families tax credits you get

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

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

**Please write the details of any tax credit below**

<table>
<thead>
<tr>
<th>Type of tax credit</th>
<th>You</th>
<th>Your partner</th>
<th>How often? (e.g., weekly, fortnightly)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td></td>
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<tr>
<td></td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

### Tell us about your assets

#### ATTACHMENT FOR Q10
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 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>
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<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

#### HOW TO ANSWER Q12
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 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>
### Are you involved with a trust?

ATTACHMENT FOR Q11:
You’ll need to show us trust documents, such as the trust deed, deed of debt, gift statements, accounts.

Are you involved in a trust, or have you ever been involved in a trust?

‘Involved’ means one or more of the following:
- you’ve set up a trust, usually by making a gift of assets or property
- you’ve sold or gifted assets to a trust
- you make decisions about managing a trust
- you benefit from a trust, for example, by receiving income such as trust distributions.

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>Please write the name of the trust</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Name of trust

### Tell us about your costs

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

INFORMATION FOR Q16:
These are the only work-related essential costs we may be able to help you with.

ATTACHMENT FOR Q16:
You’ll need to show proof of these costs.

Are you or your partner working?

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Go to question 17</td>
</tr>
</tbody>
</table>

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

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

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

INFORMATION FOR Q18:
By rent we mean the amount you pay for your accommodation only and does not include other costs such as food or electricity.

ATTACHMENT FOR Q21:
You will need to show proof of what you pay for rent.

ATTACHMENT FOR Q22:
You will need to show proof of what you pay for water rates.

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

☐ No  ☐ Yes  Go to question 32

Do you pay rent?

☐ No  Go to question 24  ☐ Yes

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

☐ No  ☐ Yes

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

$

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

$

Do you pay water rates separately from your rent?

☐ No  ☐ Yes  Tell us how much you pay

$

How often

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


Go to question 32

INFORMATION FOR Q24:
By board we mean the amount you pay for your accommodation where it includes food costs and may also include other costs like electricity.

ATTACHMENT FOR Q25:
You'll need to show proof of what you pay for board.

ATTACHMENT FOR Q26:
You'll need to show proof of what you pay for board.

Do you pay board?

☐ No  Go to question 27  ☐ Yes  List what costs your board includes

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

$

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


Go to question 32
### What are your home ownership costs?

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

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

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>Please write the total amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

### Do you own the home you live in?

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>Go to question 32</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

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

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>Please write your interest rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>%</td>
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</tbody>
</table>

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

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>Amount</th>
<th>Rating year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$</td>
<td>1 July 2020 to 30 June 2021</td>
</tr>
</tbody>
</table>

### Tell us about other essential costs

| INFORMATION FOR Q32: Essential regular costs can include: |
| - hire purchase |
| - vehicle repayments |
| - costs relating to a health condition or disability |
| - lease or hire of an essential household item such as, fridge, washing machine, stove. |

### Did you or your family have any regular essential costs?

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>How often (for example, weekly, fortnightly)?</th>
<th>Start or purchase date</th>
<th>End date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

If you don’t apply for the Disability Allowance on page 27 and your costs are health-related, please tell us.
**How to answer Q33:**

Do not include toll or mobile phone costs.

**Attachment for Q33:**

Unless we already have this information, please bring:

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

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**Do you need a telephone for safety or security reasons, or because of special family circumstances?**

- No  
- Yes [ ]

[ ] Please write the details below

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**Tell us what you have done to try to pay your essential costs**

**What steps have you and your partner taken to get other help, reduce costs, or increase income?**
Let us know when things change

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

- starting, stopping or changing jobs
- starting or finishing part-time or full-time study
- changes to your pay or other income, including getting an overseas pension
- starting to run a business (for yourself or someone else).

Changes to information about you or your family, like:

- name, address, contact details or bank account number
- starting or ending a relationship, marriage, or civil union
- a partner passes away
- the number of children in your care, including having another baby.

We also need to know if you:

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

Your rights

If you don’t think we have things right or there’s something you don’t understand:

- call us – we can usually fix it over the phone
- you have the right to ask us to review the decision. Find out how at msd.govt.nz/reviews

Signature

- I’ve answered all the questions that apply to me and my situation
- I understand the changes I need to let you know about
- The information I’ve given you is true and complete
- I understand what you do with my personal information and how you protect my privacy.

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

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