

Accommodation Supplement Application



Work and Income
Te Hiraŋa Tangata

A service of the Ministry of Social Development

CLIENT NUMBER

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You are not entitled to receive an Accommodation Supplement if you pay rent for a property owned or managed by Housing New Zealand.

Who can get this benefit

If you need help filling in this form, please ask at your nearest Work and Income Service Centre.

Mehemea e hiahia me awhina a koe ki te whakaki i tenei panui, haere patai ki te poari o te Work and Income tata tonu kia koe.

Afai e te mana'omia se fesoasoani i le faatumuina o so'o se pepa talosaga e uiga i penefiti, faamolemole faafesoota'i le ofisa o le Work and Income.

Accommodation Supplement

The Accommodation Supplement is income support for people faced with costs of renting, boarding, or owning their own home.

How much you will get on the Accommodation Supplement will depend on your income, your assets, your accommodation costs, your family circumstances and where you live.

Please ask Work and Income for help with this.

This is an income tested benefit.

What to bring

Please ask Work and Income staff for help if:

- *you do not have any of the documents we asked for*
- *you think there could be a delay in providing this information*
- *you would like to know about extra help.*

To apply for Accommodation Supplement you must complete this application form and provide the following:

1. A birth certificate or passport, and one other form of identification, eg driver's licence.
2. Verification of any name change.
3. A form or letter from Inland Revenue showing your IRD (tax) number.
4. Gross income details (eg weekly gross wage and gross holiday pay) for the 52 week period immediately before application **and** details of your last 26 weeks gross income.
5. Verification of bank account details.
6. Verification of your and your partner's (if you have one) assets.
7. Verification of any accommodation costs.

Renting:

If you rent, bring proof of how much you pay (your rent book or letter from your landlord). You are not entitled to receive an Accommodation Supplement if you pay rent for a property owned or managed by Housing New Zealand.

Boarding:

If you board, bring proof of how much you pay (receipts or letter from the person you board with).

Own your home:

If you own your own home, bring proof of how much you pay for your mortgage, council rates, house insurance, repairs and maintenance.

Your partner's details:

If you have a partner, you need to bring in the following information about them:

1. A birth certificate or passport, and one other form of identification, eg driver's licence.
2. Verification of any name change.
3. A form or letter from Inland Revenue showing their IRD (tax) number.
4. Their gross income details (eg weekly gross wage and gross holiday pay) for the 52 week period immediately before application **and** details of the last 26 weeks gross income.
5. Full birth certificates for any children that you support.
6. Verification of bank account details.

Client's Information

Privacy Statement

The legislation administered by the Ministry of Social Development allows us to check the information that you give us in this form.

This may happen when you apply for a benefit and at any time after that.

The Privacy Act 1993 requires us to tell you that:

- The information you give us is collected under the authority of the legislation administered by the Ministry of Social Development.
- The information 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 Work and Income, Child Youth and Family and other services lines of the Ministry), and in particular for:
 - granting benefits and other assistance under the Social Security Act 1964
 - providing employment related services
 - statistical and research purposes
 - providing advice to Government
 - care and protection needs of children
 - providing support and services to you and your family
 - providing education related services
- Work and Income may contact health providers to verify any health related information you give us.
- Work and Income may give employers information about you to find you employment. Where Work and Income refer you to a job vacancy, we may also contact the employer to discuss the result of any job interview that you attend.
- Work and Income may share information you have given us with childcare centres to administer your entitlement to childcare.
- Other information that you give us on your skills, aspirations, family circumstances etc, and that is not required to assess your entitlement to a benefit may be used to provide a better service to you by the Ministry of Social Development.
- The information you give us may be compared with information held by 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 and the Netherlands).
- 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 Department of Labour, Statistics New Zealand, the Ministry of Justice, the Accident Compensation Corporation, and the Ministry of Education
 - disclose your personal information to your partner.
- 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.
- You are not required to give us information: but if you do not give us all the information we ask for your application for benefits may be declined.

Warning

I understand that:

- if I have made a false statement
- **or** if I have failed to answer all the questions in full
- **or** if I do not tell Work and Income about changes in my life that might affect my entitlement or rate
- **then** my benefit may be reviewed and cancelled
- **and** I may have to pay back the total amount of any overpayment that I have received
- **and** any overpayment that my partner has received
- **and** Work and Income may impose a penalty (up to three times the value of the overpayment)
- **or** I may be prosecuted and fined or imprisoned.

Obligations

Work situation changes include starting part-time, casual or full-time work, whether paid or unpaid.

Changes to your living situation include:

- starting or ending a de facto relationship with someone of the same or opposite sex
- change in the number of children supported
- change in accommodation costs
- marriage or separation
- entering or ending a civil union.

I must tell Work and Income immediately if either my partner or myself:

- have a change in work situation
- become self employed/start to run a business
- have changes to my/our income or financial circumstances
- intend to travel overseas
- start/finish part-time or full-time study
- have changes to personal details (such as name, address or bank account number)
- have changes to my/our living situation
- am imprisoned/held in custody on remand
- am admitted to or discharged from hospital
- have been granted an overseas pension
- have any other changes that may affect my benefit entitlement or rate.

Additional Information

Contact name

Information required by

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

Month

Year

<input type="text"/>
<input type="text"/>
<input type="text"/>

Accommodation Supplement Application



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Te Hiranga Tangata

A service of the Ministry of Social Development

CLIENT NUMBER

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Please complete all questions; if not applicable write 'nil'.

Name

Give any other names that you use now or have used in the past (including your maiden name).

Please tick one box to show the title you want to be known by.

1. What is your name?

First names

Surname or family name

2. Are you known by or have you used any other names?

No

Yes Please give details below

3. Are you: Male Female

4. What do you wish to be called?

Mrs Miss Ms Mr No title Other

Birth Date

5. What is your date of birth?

--	--	--

Day

Month

Year

Address

Please give your house number, street, suburb, and town or city.

A house number could include:

- Street number
- Fire
- RAPID
- Emergency Services.

A mailing address could include:

- Street address
- Postal Box (PO Box)
- Rural delivery details
- C/O address.

6. Where do you live?

--	--

Flat/House no.

Street name

Suburb

City

7. What is your mailing address (if different from above)?

If you live at a rural address please include your rural delivery details here.

8. Do you live alone?

Yes

No Please give the names of the others you live with below

First name

Surname

Relationship to you

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--	--	--

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9. How can we contact you?

Work phone

Home phone

Mobile

Email

Facsimile

Past Benefits

10. Are you currently receiving any type of benefit?

No

Yes What type of benefit?

11. Have you ever received any type of benefit before?

No › Go to Question 13

Yes › What type of benefit?

12. What was your client number?

Tax Number

13. What is your Inland Revenue tax number?

Residency

Tick one box.

14. Indicate which describes your residency situation:

Born in New Zealand › Go to Question 18

Permanent resident › Go to Question 16

New Zealand citizen › Go to Question 16

Other › Go to Question 15

15. What is your residency status?

16. When did you arrive in New Zealand?

Day Month Year

17. Where were you born?

18. Do you normally live in New Zealand? *This means that you consider New Zealand your home, you are a legal resident, normally live here and intend to stay permanently.*

No Yes

19. Have you lived in any countries outside New Zealand?

No

Yes › Please fill in the Overseas Residence Details section of this form

Ethnic Group

You don't have to answer this question if you don't want to.

This information is for statistics and will be used for research and future development work.

20. To what ethnic group do you believe you belong?

New Zealand Maori (a) › To which tribe(s)/ iwi do you belong?

New Zealand European/Pakeha (b) Other European (c) Samoan (d) Cook Islands Maori (e)

Niuean (f) Tokelauan (g) Tongan (h) Chinese (i)

Indian (j) Other (k) (please specify)

Bank Details

21. What bank account do you want the benefit paid into?

Name of bank (eg ANZ)

Name of branch (eg Lower Hutt)

The account is in the name of

The account number is

Bank Branch Account number

Office use only

Verified by

Dependent Children

Please give the names of any children that you financially support and are living with you as a member of your family, including:

- stepchildren
- children at boarding school
- adopted children
- grandchildren
- mokopuna.

If you are caring for a child who is not your own you may be able to get **Unsupported Child's Benefit**. Please ask us about this.

22. Do you have dependent children in your care?

No Go to Question 23 Yes Please give details below

Child's full name		Date of birth	
1		/ /	
Relationship to you		Other parent's name	
Child's full name		Date of birth	
2		/ /	
Relationship to you		Other parent's name	
Child's full name		Date of birth	
3		/ /	
Relationship to you		Other parent's name	
Child's full name		Date of birth	
4		/ /	
Relationship to you		Other parent's name	

Employment

Paid employment includes employment for which you receive non-monetary benefits eg free board; payments in kind; or drawings from an unprofitable business.

Give the name, telephone number and address of the firm or person you work for.

Give gross (before tax) amount.

23. Are you working or have been working in the last 52 weeks?

No Go to Question 27 Yes

24. Are you still working?

No Go to Question 27

Yes Is the job: Full time Part time Casual Seasonal
 Voluntary Self employment

25. Who are you working for?

1.
2.

26. How much is your gross weekly wage?

\$

Other Income

Examples of income from other sources:

- wages or salary
- accident compensation
- farm or business income (include drawings)
- self employment
- interest from savings or investments
- dividends from shares
- income from rents
- redundancy or termination type payments
- Child Support
- maintenance payments
- boarders
- student allowance.

Give gross (before tax) amount.

27. Did you get income from any other source in the last 52 weeks?

No Yes Please give details below

Source (eg bank account number)	Gross Income (eg interest)
	\$
	\$
	\$

28. Do you expect to get other income in the next 52 weeks?

No Yes Please give details below

Source (eg bank account number)	Gross Income (eg interest)
	\$
	\$
	\$

Student

29. Are you a full-time student?

No Yes

30. Do you receive a bursary or student allowance?

No Yes ▶ Please give details below

Assets

Examples of cash assets:

- money in bank or savings organisation
- money lent to other people or organisations
- money in Bonus Bonds, shares, debentures or government stock.

Examples of non-cash assets:

- leisure boats
- caravans
- land or buildings other than your home, eg holiday homes.

You may be required to show proof of these details.

31. Do you or your partner have any cash assets?

No

Yes ▶ Please give details below

Type of asset	You	Your Partner	Jointly owned
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$

32. Do you or your partner have any non-cash assets?

No

Yes ▶ Please give details below

Type of asset	Total value	Any money owing?
	\$	\$
	\$	\$
	\$	\$

Rent

You may be asked to bring something that proves how much you pay, eg rent book, tenancy agreement.

33. Do you pay rent?

No ▶ Go to Question 38

Yes ▶ Please answer the questions below

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

35. How much of this do you pay (for yourself and your family)?

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

37. Do you live in a property owned or managed by Housing New Zealand?

No ▶ Go to Question 38

Yes ▶ You are not entitled to receive an Accommodation Supplement

Board

Please bring something that proves how much you pay.

Board includes:

- food
- power
- cost of room
- telephone.

38. Do you pay board?

No › Go to Question 41

Yes › Please answer the questions below

39. What is the full amount you pay for yourself and your family each week?

\$

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

Home Owner

Please bring something that proves how much you pay for mortgage, insurance, etc.

Please only include mortgages that relate to the purchase or alteration of the home.

Include both interest and principal.

Do not include contents insurance.

Include local authority water rates.

Please bring in receipts for repairs and maintenance.

41. Do you own the home you live in?

No › Go to Question 44

Yes › Please give details below

	Name of company	Amount of payment	How often is the payment (weekly, monthly, 2-monthly, 6-monthly, yearly)?
First mortgage	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Other mortgage	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
House insurance	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Ground lease	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Mortgage insurance	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Rates	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>

42. What was the total cost of repairs and maintenance in the last 12 months?

\$

43. If you have a Housing New Zealand mortgage, what is your interest rate?

%

44. Have you received a Rates Rebate?

Yes Amount \$ Rating year 1 July 2 0
No to 30 June 2 0

Partner

A partner is your spouse (husband or wife), your civil union partner, or a person of the same or opposite sex with whom you have a de facto relationship.

45. Do you have a partner?

No › Are you: Single Living apart/separated Divorced
 Widowed Civil union dissolved

› Go to Client's Obligations section

Yes › Are you: Married In a relationship In a civil union

46. What is your partner's name?

47. What is your partner's date of birth?

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

Please ask your partner to fill in the Partner Details section

Please go to the Client's Obligations page

Partner Details



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PARTNER CLIENT NUMBER

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CLIENT NUMBER

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Please ask your partner to complete all questions

Client's Name

First names

Surname

Name

1. What is your name?

First names

Surname or family name

Give any other names that you use now or have used in the past (including your maiden name).

2. Are you known by or have you used any other names?

No

Yes

▶ Please give details below

1.

2.

3. Are you: Male

Female

Please tick one box to show the title you want to be known by.

4. What do you wish to be called?

Mrs

Miss

Ms

Mr

No title

Other

Birth Date

5. What is your date of birth?

--	--	--

Day

Month

Year

Past Benefits

6. Are you currently receiving any type of benefit?

No

Yes

▶ What type of benefit?

7. Have you ever received any type of benefit before?

No

▶ Go to Question 9

Yes

▶ What type of benefit?

8. What was your client number?

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Tax Number

9. What is your Inland Revenue tax number?

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Ethnic Group

You don't have to answer this question if you don't want to.

This information is for statistics and will be used for research and future development work.

10. To what ethnic group do you believe you belong?

New Zealand Maori (a)

▶ To which tribe(s)/ iwi do you belong?

New Zealand European/Pakeha (b)

Other European (c)

Samoan (d)

Cook Islands Maori (e)

Niuean (f)

Tokelauan (g)

Tongan (h)

Chinese (i)

Indian (j)

Other (k) (please specify)

Residency

Tick one box.

11. Indicate which describes your residency situation:

- Born in New Zealand † Go to Question 15
- New Zealand citizen † Go to Question 13
- Permanent resident † Go to Question 13
- Other † Go to Question 12

12. What is your residency status?

13. When did you arrive in New Zealand?

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

14. Where were you born?

15. Do you normally live in New Zealand? This means that you consider New Zealand your home, you are a legal resident, normally live here and intend to stay permanently.

- No Yes

Periods of Overseas Residence

16. Have you lived in any countries outside New Zealand?

- No
- Yes † Please fill in the following

Name of Country	Entry date	Exit date	Purpose (eg, working, immigration)
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	

Overseas pensions and benefits

17. Are you receiving a social security pension or a pension of a similar nature from the government of a country other than New Zealand?

- No
- Yes † Go to Question 18

18. If YES, what type of social security pension or pension of a similar nature are you receiving from another country or countries?

Please indicate with a tick if you receive the following overseas payments :

- | | | | |
|--------------------------|--------------------------|-----------------|--------------------------|
| Retirement or old age | <input type="checkbox"/> | War service | <input type="checkbox"/> |
| Disability or invalidity | <input type="checkbox"/> | War widow | <input type="checkbox"/> |
| Widow or survivor | <input type="checkbox"/> | War restitution | <input type="checkbox"/> |
| Superannuation | <input type="checkbox"/> | War injury | <input type="checkbox"/> |
| Child or dependant | <input type="checkbox"/> | Other payments | <input type="checkbox"/> |

If you ticked any of the boxes above, please give details about the type of payment you receive.

Your payment details	Pension 1	Pension 2	Pension 3	Pension 4
Country the payment comes from				
How much do you receive in each payment? (in overseas currency)				
Is this amount before or after tax?				
How often do you receive this payment? (eg weekly, monthly, annually)				
Overseas payment reference number				
Name of your pension, benefit or allowance				

Please attach any documents to your completed application form that confirm the payment(s) eg pension certificates. If you receive more than 4 payments, please attach a separate sheet showing the above details.

Employment

Paid employment includes employment for which you receive non-monetary benefits eg free board; payments in kind; or drawings from an unprofitable business.

Give the name, telephone number and address of the firm or person you work for.

Give gross (before tax) amount.

19. Are you working?

No › Go to Question 22

Yes › Is the job: Full time Part time Casual Seasonal
Voluntary Self employment

20. Who are you working for?

1.
2.

21. How much is your weekly wage?

\$

Other Income

Examples of income from other sources:

- wages or salary
- accident compensation
- farm or business income (include drawings)
- self employment
- interest from savings or investments
- dividends from shares
- income from rents
- redundancy or termination type payments
- Child Support
- maintenance payments
- boarders
- student allowance.

Give gross (before tax) amount.

22. Did you get income from any other source in the last 52 weeks?

No Yes › Please give details below

Source (eg bank account number)	Gross Income (eg interest)
	\$
	\$
	\$

23. Do you expect to get other income in the next 52 weeks?

No Yes › Please give details below

Source (eg bank account number)	Gross Income (eg interest)
	\$
	\$
	\$

Bank Details

24. What bank account do you want the benefit paid into?

Name of bank (eg ANZ)

--

Name of branch (eg Lower Hutt)

--

The account is in the name of

--

The account number is

Bank	Branch	Account number

Office use only

Verified by

Please go to 'Partner's Obligations' page to sign your obligations

Please read this statement carefully and sign

I must tell Work and Income immediately if either my partner or I:

- have a change in work situation (such as starting part-time, casual or full-time, whether paid or unpaid)
- become self-employed/start to run a business
- have changes to my/our income or financial circumstances
- intend to travel overseas
- start/finish part-time or full-time study
- have changes to personal details (such as name, address or bank account)
- have changes to my/our living situation (such as starting or ending a de facto relationship with someone of the same or opposite sex, change in the number of children supported, change in accommodation costs, marriage or separation, entering or ending a civil union)
- 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 benefit entitlement or rate.

I have completed all the questions on this *Accommodation Supplement Application*, or this application has been completed for me, and the information I have given is true and complete. The conditions for receiving a benefit have been explained to me and I understand these conditions.

I am also aware of and understand the Privacy Act statement contained in this application form.

NAME (print)	PARTNER'S SIGNATURE			
		Day	Month	Year

<p>Office Use Only</p> <p><i>Only if partner is present.</i></p>	<p>Statement by Interviewing / Interpreting Officer</p> <p>I have explained the conditions for receiving a benefit and explained what the partner's obligations mean and the reason for them. The partner has indicated that he/she understands and accepts responsibility to provide true and complete information and to advise immediately of any changes in circumstances. All questions have been completed.</p>			
NAME (print)	INTERVIEWING OFFICER SIGNATURE			
		Day	Month	Year

<p>Office Use Only</p> <p>Details of assets completed <input type="checkbox"/></p>	<p>Decision</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
LETTER REFERENCE	PROCESSING OFFICER			
10%	100%	CRITICAL DATA		
	AUTHENTICATING OFFICER			
	TEAM COACH			
	Bring up	B	F	
		Day	Month	Year

PARTNER CLIENT NUMBER

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I understand that:

- if I have made a false statement
- **or** if I have failed to answer all the questions in full
- **or** if I do not tell Work and Income about changes in my life that might affect my entitlement or rate
- **then** my partner's benefit may be reviewed and cancelled
- **and** I may have to pay back the total amount of any overpayment that I or my partner have received
- **and** Work and Income may impose a penalty (up to three times the value of the overpayment)
- **or** I may be prosecuted and fined or imprisoned.

Privacy Statement

The legislation administered by the Ministry of Social Development allows us to check the information that you give us in this form. This may happen when you apply for a benefit and at any time after that.

The Privacy Act 1993 requires us to tell you that:

- The information you give us is collected under the authority of the legislation administered by the Ministry of Social Development.
- The information 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 Work and Income, Child Youth and Family and other services lines of the Ministry), and in particular for:
 - granting benefits and other assistance under the Social Security Act 1964
 - providing employment related services
 - statistical and research purposes
 - providing advice to Government
 - care and protection needs of children
 - providing support and services to you and your family
 - providing education related services
- Work and Income may contact health providers to verify any health related information you give us.
- Work and Income may give employers information about you to find you employment. Where Work and Income refer you to a job vacancy, we may also contact the employer to discuss the result of any job interview that you attend.
- Work and Income may share information you have given us with childcare centres to administer your entitlement to childcare.
- Other information that you give us on your skills, aspirations, family circumstances etc, and that is not required to assess your entitlement to a benefit may be used to provide a better service to you by the Ministry of Social Development.
- The information you give us may be compared with information held by 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 and the Netherlands).
- 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 Department of Labour, Statistics New Zealand, the Ministry of Justice, the Accident Compensation Corporation, and the Ministry of Education
 - disclose your personal information to your partner.
- 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.
- You are not required to give us information: but if you do not give us all the information we ask for your application for benefits may be declined.

Partner's Obligations

The following information is for you to take away

I must tell Work and Income immediately if either my partner or I:

- have a change in work situation (such as starting part-time, casual or full-time, whether paid or unpaid)
- become self-employed/start to run a business
- have changes to my/our income or financial circumstances
- intend to travel overseas
- start/finish part-time or full-time study
- have changes to personal details (such as name, address or bank account number)
- have changes to my/our living situation (such as starting or ending a de facto relationship with someone of the same or opposite sex, change in the number of children supported, change in accommodation costs, marriage or separation, entering or ending a civil union)
- 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 benefit entitlement or rate.

Additional Information

Information required by

Day	Month	Year

Contact name

Overseas Residence Details



A service of the Ministry of Social Development

CLIENT NUMBER

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Client's Name	
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First names

Surname or family name

Client information

The information in this section is required to enable International Services of Work and Income to assess your eligibility to receive any overseas benefits.

This information will be held by International Services of Work and Income, PO Box 27178, Wellington. You have the right of access to, and correction of, this information subject to the provisions of the Privacy Act 1993.

Periods of Overseas Residence

1. If you have lived in any countries outside New Zealand, please fill in the following

Name of Country	Entry date	Exit date	Purpose (eg, working, immigration)
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
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Overseas pensions and benefits

2. Are you receiving a social security pension or a pension of a similar nature from the government of a country other than New Zealand?

No

Yes **Go to Question 3**

3. If YES, what type of social security pension or pension of a similar nature are you receiving from another country or countries?

Please indicate with a tick if you receive the following overseas payments :

Retirement or old age	<input type="checkbox"/>	War service	<input type="checkbox"/>
Disability or invalidity	<input type="checkbox"/>	War widow	<input type="checkbox"/>
Widow or survivor	<input type="checkbox"/>	War restitution	<input type="checkbox"/>
Superannuation	<input type="checkbox"/>	War injury	<input type="checkbox"/>
Child or dependant	<input type="checkbox"/>	Other payments	<input type="checkbox"/>

If you ticked any of the boxes above, please give details about the type of payment you receive.

Your payment details	Pension 1	Pension 2	Pension 3	Pension 4
Country the payment comes from				
How much do you receive in each payment? <i>(in overseas currency)</i>				
Is this amount before or after tax?				
How often do you receive this payment? <i>(eg weekly, monthly, annually)</i>				
Overseas payment reference number				
Name of your pension, benefit or allowance				

Please attach any documents to your completed application form that confirm the payment(s) eg pension certificates. If you receive more than 4 payments, please attach a separate sheet showing the above details.

Client's Obligations

Please read this statement carefully and sign

I must tell Work and Income immediately if either my partner or myself:

- have a change in work situation (such as starting part-time, casual or full-time work, whether paid or unpaid)
- become self employed/start to run a business
- have changes to my/our income or financial circumstances
- intend to travel overseas
- start/finish part-time or full-time study
- have changes to personal details (such as name, address or bank account number)
- have changes to my/our living situation (such as starting or ending a de facto relationship with someone of the same or opposite sex, change in the number of children supported, change in accommodation costs, marriage or separation, entering or ending a civil union)
- 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 benefit entitlement or rate.

I have completed all the questions on this *Accommodation Supplement Application*, or this application has been completed for me, and the information I have given is true and complete. The conditions for receiving a benefit have been explained to me and I understand these conditions.

I am also aware of and understand the Privacy Act statement contained in this application form.

NAME (print)	CLIENT'S SIGNATURE			
		Day	Month	Year

Office Use Only

Statement by Interviewing / Interpreting Officer

I have explained the conditions for receiving a benefit and explained what the client's obligations mean and the reason for them. The client has indicated that he/she understands and accepts responsibility to provide true and complete information and to advise immediately of any changes in circumstances.
All questions have been completed.

NAME (print)

INTERVIEWING OFFICER SIGNATURE

Day	Month	Year

Additional information

Decision

LETTER REFERENCE

PROCESSING OFFICER

Day	Month	Year

10%	100%	CRITICAL DATA
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AUTHENTICATING OFFICER

Day	Month	Year

TEAM COACH

Day	Month	Year

Bring up	B	F
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