

# Application for withdrawal - Significant financial hardship

Use this form to apply for a withdrawal from your KiwiSaver account if you are experiencing, or likely to experience, significant financial hardship. We will also require you to complete an AML Identity Verification form which is available on our website [www.nzfunds.co.nz](http://www.nzfunds.co.nz)

Please return completed form and documentation to:

Freepost NZ Funds KiwiSaver Scheme, Private Bag 92050, Auckland 1142, or email: [nzfkivi@linkmarketservices.com](mailto:nzfkivi@linkmarketservices.com)

Please print in BLOCK letters and complete all fields unless not applicable.

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## Section A: Introduction

In order for the Supervisor to approve a payment, they must be reasonably satisfied that you are suffering or likely to suffer Significant Financial Hardship. Significant Financial Hardship includes significant financial difficulties that arise:

- When you are
  - unable to meet minimum living expenses; or
  - unable to meet mortgage repayments on your family residence, resulting in the mortgagee seeking to enforce the mortgage.
- Due to the cost of
  - modifying your home to meet special needs arising from your or a dependant's disability; or
  - medical treatment for an illness or injury to you or your dependant; or
  - a funeral for your dependant; or
  - personal care for you or a dependant of yours.

To apply for a Significant Financial Hardship refund:

- complete all sections of this form;
- complete and sign the declaration on page 6 and have it witnessed;
- attach all required documentation; and
- return the completed form to Freepost NZ Funds KiwiSaver Scheme, Private Bag 92050, Auckland 1142 or email [nzfkivi@linkmarketservices.com](mailto:nzfkivi@linkmarketservices.com).

If you have any questions about completing this form, please call 0800 NZF KIWI (693 5494).

Please note:

- further information may be requested after the Trustee has reviewing application.
- if your application is approved, the maximum amount that can be withdrawn does not include the \$1000 kick-start (if applicable) nor the amount of the Crown's Member Tax Credit contributions.

## Section B: Your personal details

Member number

N	Z	F							
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IRD number

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Name

Title (*Mr/Mrs/Miss/Ms/Dr*)

Given Name(s)

Surname

Address

Street/PO Box

Suburb

City

Postcode

Contact phone number(s)

 ( )

 ( )

Mobile

Home

Business

Date of birth

 DD / MM / YYYY

Occupation

Email address


Spouse/partner name

Title (*Mr/Mrs/Miss/Ms/Dr*)

First name

Surname

Is your spouse/partner in paid employment?

Yes
  No
  Not applicable

Home ownership status

Rent
  Board
  Own home
  Other, please specify

Dependents

Name	Age	Nature of relationship
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Name	Age	Nature of relationship
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Name	Age	Nature of relationship
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Name	Age	Nature of relationship
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Name	Age	Nature of relationship
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Name	Age	Nature of relationship
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Have any personal details changed?

Yes
  No

Continued over...

**Section C: Assets** (enter all business and private assets including those of your spouse/partner)

**Residential property (market value)**

Address

**Value**

**Other property (market value)**

Address

**Value**

**Vehicles (e.g. car, boat, caravan - please include the registration number)**

Model and year

Registration no.

Model and year

Registration no.

Model and year

Registration no.

**Value**




**Bank accounts (enter account name and account number below)**

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




**Other accounts (e.g. credit union, building society)**

**Balance**

**Household goods**

**Value**

**Life insurance/Superannuation policies (indicate provider in box(es) below)**

**Surrender Value**






**Money owed (indicate money owed to you)**

**Value**

**Other assets (shares, debentures, other - e.g. Bonus Bonds, loans, personal belongings, etc)**

**Value**






**Total Assets (all amounts in the right hand columns and print total in Box C)**

Continued over...

**Section C: Liabilities** (enter all business and private liabilities including those of your spouse/partner)

<b>Mortgages</b> (indicate provider in box below)	<b>Value</b>	<b>Amount Owing</b>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

<b>Other property mortgage</b> (indicate provider in box below)	<b>Value</b>	<b>Amount Owing</b>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

<b>Loans</b> (indicate provider(s) in box(es) below)	<b>Value</b>	<b>Amount Owing</b>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

<b>Bank overdraft</b>	<b>Value</b>	<b>Amount Owing</b>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

<b>Credit cards</b> (indicate issuer(s) in box(es) below)	<b>Value</b>	<b>Amount Owing</b>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

<b>Leases</b>	<b>Purchase amount</b>	<b>Amount Owing</b>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

Date purchased	<input type="text" value="DD / MM / YYYY"/>	Finish date	<input type="text" value="DD / MM / YYYY"/>
<input type="text"/>	\$ <input type="text"/>	<input type="text"/>	\$ <input type="text"/>

Date purchased	<input type="text" value="DD / MM / YYYY"/>	Finish date	<input type="text" value="DD / MM / YYYY"/>
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<b>Hire purchases</b>	<b>Purchase amount</b>	<b>Amount Owing</b>	
Item <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	
Date purchased	<input type="text" value="DD / MM / YYYY"/>	Finish date	<input type="text" value="DD / MM / YYYY"/>

<b>Trade accounts</b> (indicate account name)	<b>Value</b>	<b>Amount Owing</b>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

<b>Other debts</b> (e.g. Dept. for Courts, Dept. of Work and Income)	<b>Value</b>	<b>Amount Owing</b>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

<b>Total Liabilities</b> (add all amounts in the right hand columns and print total in Box D)	<b>D \$</b> <input type="text"/>
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**Section C: Income** (enter all income, including details of spouse/partner's income)

**Weekly income (after tax)**

Salary/Wages/Pension/Drawings (attach a copy of last three payslips)

Part time work (attach a copy of last three payslips)

Spouse's or partner's income (attach a copy of last three payslips)

Self-employed income

Child support received

Working for families tax credits (previously known as Family Assistance)

Department of Work and Income benefit/superannuation (attach a copy of letter from WINZ)

Rent/board received

Interests/dividends

Other, please specify

**Total Weekly Income (all amounts in the right hand columns and print total in Box A)**

If spouse/partner has recently lost their job, state former income (per week)

If spouse has recently lost their job, please state date when employment ceased

**Section C: Expenses** (enter all expenses, including details of spouse or partner's expenses)

Amount per week

Food/Groceries	\$
Rent/Board/Mortgage (attach a copy of rental agreement)	\$
Bus/Train/Petrol	\$
Childcare/School expenses	\$
Child maintenance payments (attach child support letter from Inland Revenue)	\$
Gas/Electricity	\$
Telephone/Mobile	\$
Clothing	\$

Loans, hire purchase and credit card payments (attach copies of current statement)

Company name		\$
		\$
		\$
		\$
Other (please specify)		\$
		\$
		\$
		\$

The following items should be shown as a weekly payment. Where you know an annual amount divide by 52 to convert to a weekly payment.

Vehicle insurance (e.g. car, boat, caravan)	\$
Vehicle registration/warrant	\$
House and contents insurance	\$
Rates	\$
Medical Insurance/expenses	\$
Life insurance/superannuation	\$
Other (please specify)	\$
	\$

**Total Weekly Payments (add all amounts in the right hand columns and print total in Box B)**      **B \$**

Office use only

Calculation: Income (Box A) less Expenses (Box B) = balance      \$

Continued over...

## Section D: Declaration of Significant Financial Hardship

Has your landlord threatened to evict you?

- Yes
  No
  Not applicable

Has your mortgagor threatened to foreclose on your mortgage?

- Yes
  No
  Not applicable

If you answered "yes" to any of these questions, please attach proof i.e. bank or landlord letter.

Give the reasons you are seeking a Significant Financial Hardship withdrawal.


Outline in detail how you would spend any approved withdrawal

Creditor name	<input type="text"/>	\$ <input type="text"/>
	<input type="text"/>	\$ <input type="text"/>
	<input type="text"/>	\$ <input type="text"/>
	<input type="text"/>	\$ <input type="text"/>
Total		\$ <input type="text"/>
How much money do you need?		\$ <input type="text"/>

Have you sought independent advice from a budget adviser, e.g. Citizens Advice Bureau?

- Yes
  No
  Not applicable

Have you approached your bank to refinance?

- Yes
  No
  Not applicable

Have you approached Work and Income New Zealand for assistance?

- Yes
  No
  Not applicable

If you answered "yes" to any of these questions, please attach proof i.e. letter of response from institution.

What alternative sources of funding have you explored and how much will this provide?


If your application is approved, which bank account would you like payment to be made into?

Account name

Bank	Branch	Account number	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Have you transferred money from a UK Pension Scheme after 5 April 2006?

- No
  Yes

If you have transferred money from a UK pension scheme, we strongly recommend you seek independent tax advice before applying to make an early withdrawal as it could result in tax obligations in the UK.

Continued over...

## Section E: Member declaration

I,

Title (Mr / Mrs / Miss / Ms / Dr)      First name      Surname

of

Street address

Suburb      City      Postcode

Occupation

- request a withdrawal from my KiwiSaver account under the provisions of Significant Financial Hardship;
- confirm that I have explored and exhausted reasonable alternative sources of funding and their limits; and
- verify that the completed income, expenditure and statement of financial position documents attached are true and correct to the best of my knowledge.

Further, I understand that the Supervisor, in determining whether to meet this claim:

- might require further information from me relating to this application;
- might need to seek and obtain information that is held by any other person or organisation that the Supervisor considers appropriate for the purpose of checking the information in, and to assist in assessing, this application, and I authorise any person holding information relevant to this application to disclose it to the Supervisor on request;
- may limit the amount that is paid to an amount that, in its opinion, is required to alleviate my financial hardship, which may be less than the amount I am applying for; and
- will use and disclose information about my hardship and financial information for the sole purpose of assisting with the processing of this any other financial hardship application I may make.

I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Signature of member

Date

Declared at (location)

Justice of the Peace, Solicitor, or other person authorised to take a statutory declaration

Insert stamp here

## Checklist

I have:

- completed all sections of the form, and
- signed and dated Section E in the presence of a person authorised to take a statutory declaration.

I have attached for myself and my spouse/partner:

- copies of payslips (3) or proof of income (e.g. WINZ letter), and
- copies of bank account statements (last 3 months), and
- copy of residential rent agreement, and
- copy or overdue accounts and loans, and
- copy of credit card statements, and
- copy of photo ID (e.g. driver licence, passport), and
- a completed AML form