



## 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 identity verification form, AML Form for an Individual (Form 1), which is available on our website [www.nzfunds.co.nz](http://www.nzfunds.co.nz) > KiwiSaver > Documents > Member Forms.

Return to NZ Funds KiwiSaver Scheme, Private Bag 92050, Victoria Street West, Auckland 1142, or by email to [nzfkivi@linkmarketservices.com](mailto:nzfkivi@linkmarketservices.com).

### 1. Introduction

In order for the Supervisor to approve your withdrawal, 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**
  - palliative 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 in section 6 and have it witnessed;
  - attach all required documentation; **and**
  - return completed form to the address indicated above.

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

Please note further information may be requested after the Supervisor has reviewed your application.

If your application is approved, the maximum amount that can be withdrawn does not include the \$1,000 kick-start (if applicable) nor the amount of Government's contributions.

**2. Your personal details**

**Member number**

N	Z	F							
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**IRD number**

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**Name**

Title	First name	Middle name(s)	Surname

**Date of birth**

Day	Month	Year

**Residential address (not PO Box)**

Street

Suburb	Town / City	Postcode

**Phone number(s)**

Mobile	Home	Business

**Email**


**Name of spouse/partner**

Title	First name	Middle name(s)	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

Name	Age	Nature of relationship

Name	Age	Nature of relationship

Name	Age	Nature of relationship

Name	Age	Nature of relationship

**Have any personal details changed?**

Yes     No

**3A. Financial statement — assets** (enter all business and private assets including those of your spouse/partner)

Property (market value)		Value
Residential property address	<input type="text"/>	\$ <input type="text"/>
Other property address	<input type="text"/>	\$ <input type="text"/>

Vehicles (e.g. car, boat, caravan – please include the registration number)			Value
Model	Year	Registration no.	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Model	Year	Registration no.	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Model	Year	Registration no.	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Bank account details (enter account name and account number below)		Balance	
Bank account name	<input type="text"/>	\$ <input type="text"/>	
Bank	Branch	Account	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bank account name	<input type="text"/>	Balance	\$ <input type="text"/>
Bank	Branch	Account	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bank account name	<input type="text"/>	Balance	\$ <input type="text"/>
Bank	Branch	Account	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other accounts (e.g. credit union, building society)	Balance
<input type="text"/>	\$ <input type="text"/>

Household goods	Value
<input type="text"/>	\$ <input type="text"/>

### 3A. Financial statement — assets (continued)

<b>Life insurance/superannuation policies (indicate provider in box(es) below)</b>	Value
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<b>Money owed (indicate money owed to you)</b>	Value
<input type="text"/>	\$ <input type="text"/>
<b>Other assets (shares, debentures, other - e.g. Bonus Bonds, loans, personal belongings, etc)</b>	Value
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<b>Total assets (all amounts in the right hand columns and print total in Box A)</b>	Box A \$ <input type="text"/>

### 3B. Financial statement — liabilities (enter all business and private liabilities including those of your spouse/partner)

<b>Mortgages (indicate provider in box below)</b>	Value	Amount owing
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>Other property mortgage (indicate provider in box below)</b>	Value	Amount owing
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>Loans (indicate provider(s) in box(es) below)</b>	Value	Amount owing
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>Bank overdraft</b>	Value	Amount owing
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>Credit cards (indicate provider(s) in box(es) below)</b>	Value	Amount owing
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

### 3B. Financial statement — liabilities (continued)

<b>Lease 1</b>		Purchase amount	Amount owing
<input type="text"/>		\$ <input type="text"/>	\$ <input type="text"/>
Date purchased	Finish date		
<input type="text"/>	<input type="text"/>		
Day      Month      Year	Day      Month      Year		
<b>Lease 2</b>		Purchase amount	Amount owing
<input type="text"/>		\$ <input type="text"/>	\$ <input type="text"/>
Date purchased	Finish date		
<input type="text"/>	<input type="text"/>		
Day      Month      Year	Day      Month      Year		

<b>Hire purchase 1</b>		Purchase amount	Amount owing
<input type="text"/>		\$ <input type="text"/>	\$ <input type="text"/>
Date purchased	Finish date		
<input type="text"/>	<input type="text"/>		
Day      Month      Year	Day      Month      Year		
<b>Hire purchase 2</b>		Purchase amount	Amount owing
<input type="text"/>		\$ <input type="text"/>	\$ <input type="text"/>
Date purchased	Finish date		
<input type="text"/>	<input type="text"/>		
Day      Month      Year	Day      Month      Year		

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

<b>Total liabilities</b> (all amounts in the right hand columns and print total in Box B)	Box B	\$ <input type="text"/>
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**3C. Financial statement — income** (enter all income, including details of spouse/partner's income)

Weekly income (after tax)	Amount per week
Salary/Wages/Pension/Drawings (attach a copy of last three payslips)	\$ <input type="text"/>
Part time work (attach a copy of last three payslips)	\$ <input type="text"/>
Spouse's or partner's income (attach a copy of last three payslips)	\$ <input type="text"/>
Self-employed income	\$ <input type="text"/>
Child support received	\$ <input type="text"/>
Working for families tax credits (previously known as Family Assistance)	\$ <input type="text"/>
Department of Work and Income benefit/superannuation (attach a copy of letter from WINZ)	\$ <input type="text"/>
Rent/board received	\$ <input type="text"/>
Interests/dividends	\$ <input type="text"/>
Other (please specify)	
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>

<b>Total weekly income (all amounts in the right hand columns and print total in Box C)</b>	Box C	\$ <input type="text"/>
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**If spouse/partner has recently lost their job, state former income (per week)**

\$

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

Day      Month      Year

<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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**3D. Financial statement — expenses** (enter all expenses, including details of spouse or partner's expenses)

Weekly expenses	Amount per week
Food/Groceries	\$ <input type="text"/>
Rent/Board/Mortgage (attach a copy of rental agreement)	\$ <input type="text"/>
Bus/Train/Petrol	\$ <input type="text"/>
Childcare/School expenses	\$ <input type="text"/>
Child maintenance payments (attach child support letter from Inland Revenue)	\$ <input type="text"/>
Gas/Electricity	\$ <input type="text"/>
Telephone/Mobile	\$ <input type="text"/>
Clothing	\$ <input type="text"/>
Internet	\$ <input type="text"/>
Subscription services (e.g. Sky, Netflix, Lightbox, Spotify)	\$ <input type="text"/>
<b>Loans, hire purchase and credit card payments (attach copies of current statement)</b>	
Company name	
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<b>Other (please specify)</b>	
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
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)	\$ <input type="text"/>
Vehicle registration/warrant	\$ <input type="text"/>
House and contents insurance	\$ <input type="text"/>
Rates	\$ <input type="text"/>
Medical Insurance/expenses	\$ <input type="text"/>
Life insurance/superannuation	\$ <input type="text"/>
<b>Other (please specify)</b>	
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<b>Total weekly income (all amounts in the right hand columns and print total in Box D)</b>	Box D \$ <input type="text"/>

#### 4. Office use only

Calculation: Income (Box C) less Expenses (Box D) = balance

\$

#### 5. 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

	\$
	\$
	\$
	\$

Total

\$

How much money do you need?

\$

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.



## 5. Declaration of significant financial hardship (continued)

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?

Bank account name

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Bank

Branch

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Bank

Branch

Account

Suffix

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

Yes  No

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.

## 6. Member declaration

### Name

Title	First name	Middle name(s)	Surname
I,			

Street

of

Suburb	Town / City	Postcode

Occupation

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- 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.

I understand that personal information provided in this form will be used by the Manager, the Administration Manager and the Supervisor (including their related entities) to process my withdrawal request and to administer my membership of the NZ Funds KiwiSaver Scheme including satisfying the requirements of the AML/CFT Act (this may include using my personal information for the purposes of electronic identity verification using various third party databases including the Department of Internal Affairs database, and may be disclosed for these purposes to third parties where relevant, including my financial adviser, Inland Revenue, or other government agency). I acknowledge I have the right to access and correct this information.

Further, I understand that the Supervisor, in determining whether to approve this withdrawal:

- 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 and 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

Signature of member

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Day      Month      Year

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Declared at (location)

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

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**Insert stamp here**

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## Checklist

### I have:

- completed all sections of the form, and
- signed and dated Section 6 in the presence of a person authorised to take a statutory declaration
- had Section 4 duly authorised

### I attach for myself and my spouse/partner:

- copies of last 3 payslips (for you and partner/spouse) or proof of income (e.g. WINZ letter), and
- copies of all bank account statements from the last 3 months (for you and partner/spouse, including business accounts), and
- copy of residential rental agreement, and
- copy of overdue accounts (for you, spouse/partner and dependents), and
- copy of loans (for you and partner/spouse), and
- copy of credit card statements, and
- copy of photo ID (e.g. driver licence, passport), and
- a completed AML form