

# Accommodation Supplement application form



MINISTRY OF SOCIAL DEVELOPMENT  
TE MANATŪ WHAKAHIATO ORA

Accommodation Supplement helps with rent, board or home ownership costs.

If you pay rent to Kāinga Ora or a community housing provider, you won't be able to get an Accommodation Supplement.

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

Client number

 |  | 

## Tell us your details

1

### What is your full name?

First and middle names

Surname or family name

2

### What date were you born?

Day Month Year

## Tell us how we can contact you

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.

4

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

No

Yes



If yes, tell us your mailing address

  

#### HOW TO ANSWER Q4:

Mailing address can include a PO Box, rural delivery details, or C/O address.

5

### How else can we contact you?

Tick the best way for us to first contact you

Home phone	( )	
Mobile phone	( )	
Other phone	( )	
Email		

#### HOW TO ANSWER Q5:

Please only give us contact details you'd like us to use.

## Tell us who you live with

6

### Do you live alone?

No



If no, write below the names of the others you live with

Yes

First name

Surname or family name

Relationship to you

## Tell us about your assets

**ATTACHMENT FOR Q7:**  
You may be asked to provide proof of your assets and their value.

**HOW TO ANSWER Q9:**  
Examples of property you don't live in include land, holiday home, bach/crib, investment property.

**ATTACHMENT FOR Q10:**  
You may be asked to provide proof of these details.

## Are you involved in a trust?

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

## Payments from Work and Income

### 7 Do you or your partner have any of the following cash assets?

- Money in bank or other savings  No  Yes
- Bonds, shares, debentures or stocks  No  Yes
- Money lent to other people or organisations  No  Yes
- Other cash assets  No  Yes

### 8 If you answered 'yes' to any of the assets listed above, please write the details below.

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

### 9 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

### 10 If you answered 'yes' to any of the non-cash assets listed above, please write the details below.

Type of asset	How much is it worth?	How much do you owe on it?
	\$	\$
	\$	\$
	\$	\$

### 11 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.

No  Yes **↓ If yes, please write the name of the trust**

Name of trust

### 12 Do you already get any of the following payments from Work and Income?

- Jobseeker Support      • Sole Parent Support      • Supported Living Payment
- Youth Payment      • Young Parent Payment

No **Go to question 13**  Yes **Go to question 15**

## Tell us about income in the last 52 weeks?

13

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

- Wages or salary  No  Yes
- Termination pay  No  Yes
- Redundancy pay  No  Yes
- Accident compensation (eg ACC)  No  Yes
- Income insurance (replacement/protection)  No  Yes  Jointly with partner
- Farm or business income  No  Yes  Jointly with partner
- Payments from self-employment or contract work  No  Yes  Jointly with partner
- Interest from savings, investments, or bonds  No  Yes  Jointly with partner
- Dividends from shares, unit trusts, or managed funds  No  Yes  Jointly with partner
- Income from rents  No  Yes  Jointly with partner
- Payments from boarders or flatmates  No  Yes  Jointly with partner
- Child Support payments (private arrangement or through Inland Revenue)  No  Yes
- Other income for a child  No  Yes
- Maintenance payments  No  Yes
- Payments from a former partner  No  Yes
- Student Allowance, scholarship, or Student Loan living cost payments  No  Yes
- Overseas pension, benefit or allowance payments  No  Yes
- Other superannuation or retirement scheme income (government or private)  No  Yes
- Income from an estate, if you've inherited money  No  Yes  Jointly with partner
- Income from trusts  No  Yes  Jointly with partner
- Other  No  Yes  Jointly with partner

**ATTACHMENT FOR Q13:**

Bring a copy of your business accounts.

**INFORMATION FOR Q13:**

In this application form, 'partner' means the person you're married to or in a civil union or relationship with, not a business partner.

14

### Did you answer 'yes' or 'jointly with partner' to any of the sources of income listed in question 13?

No  Yes



**If yes, tell us the total before-tax amounts, for the income you expect to get**

Where will the income come from?	You	Your partner	Jointly with partner	How often do you expect the payment?
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	

**ATTACHMENT FOR Q14:**

You may need to show us proof of income.

**HOW TO ANSWER Q14:**

How often do you expect the payment, such as weekly, fortnightly, monthly, one-off.

The types of income you need to include are listed in question 13.

## Tell us about rental costs

15

Do you pay rent?

 No

[Go to question 21](#)

 Yes

### INFORMATION FOR Q15:

By rent we mean the amount you pay is for your accommodation only and doesn't include other costs such as food or electricity.

16

Do you pay rent to Kāinga Ora or an approved community housing provider?

 No Yes

[You won't be able to get Accommodation Supplement](#)

17

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

### ATTACHMENT FOR Q18:

You may need to show proof of what you pay for rent.

18

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

### ATTACHMENT FOR Q19:

You may need to show proof of what you pay for water rates.

19

Do you pay water rates separately from your rent?

 No Yes

[If yes, tell us how much you pay](#)

How often?

20

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

  
  

## Tell us about board costs

21

Do you pay board?

 No

[Go to question 24](#)

 Yes

[If yes, list what costs your board includes](#)

### INFORMATION FOR Q21:

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

22

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

### HOW TO ANSWER Q22:

For example, food, electricity, telephone.

23

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

  
  

### ATTACHMENT FOR Q23:

You may need to show proof of what you pay for board.

## Tell us about home ownership costs

24

Do you own the home you live in?

No

**Go to the signature section**

Yes

25

What are your home ownership costs?

Who do you pay?

How much do you pay?

How often do you make the payment (such as weekly, monthly or yearly)?

	Who do you pay?	How much do you pay?	How often do you make the payment (such as weekly, monthly or yearly)?
First mortgage		\$	
Other mortgage		\$	
House insurance		\$	
Mortgage insurance		\$	
Rates		\$	
Ground lease		\$	
Water rates		\$	
Body corporate fees		\$	

**HOW TO ANSWER Q25:**

Only include mortgages you used to buy or alter your home. Include both interest and principal.

List any other mortgages such as a second mortgage or revolving mortgage.

Don't include contents insurance.

**ATTACHMENT FOR Q25:**

You'll need to show proof of your home ownership costs.

26

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

No

Yes

**→ If yes, write the total amount**

\$

**ATTACHMENT FOR Q26:**

Bring receipts for any repair and maintenance costs.

27

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

No

Yes

Amount

\$

Rating year 1 July

20

to 30 June

20

**ATTACHMENT FOR Q27:**

You'll need to show proof of your rates rebate.

## Signature

The information I've provided in this form 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

Day

Month

Year

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# How we protect your privacy



MINISTRY OF SOCIAL  
DEVELOPMENT  
TE MANATŪ WHAKAHIATO ORA

## Collecting your information

**We collect your personal information, so we can provide income support, NZ Super or Veteran's Pension, Student Allowance, or Loans and connect you with employment, education and housing services. We do this under various Acts, which are all listed on our website at [workandincome.govt.nz/privacy](https://workandincome.govt.nz/privacy)**

- To help us do this, we collect information about your identity, your relevant history, and your eligibility for our services.
- We get this information directly from you, and we sometimes collect information about you from others, including other government agencies.
- You can choose not to give us your personal information, but we might not be able to help you if you don't.

## Using your information

**We use the information you give us to make decisions about the best way to help you.**

- These decisions may be about:
  - whether you're eligible for our services
  - running our operations and ensuring our services are effective
  - the services we'll provide in the future.

## Sharing your information

**Sometimes, we need to share your information outside our Ministry to reach our goal of helping New Zealanders to be safe, strong, and independent.**

- To do this, we may share your information with:
  - prospective employers to help you find work
  - contracted service providers that help us to help you
  - health providers if we need your medical information to assess your eligibility
  - other government agencies when we have an agreement with them
  - some other governments if you may be eligible to get or are getting an overseas pension.
- We also share personal information when the law says we have to.

## Respecting you and your information

**We make sure we follow the Privacy Act to do what's right when we use your information.**

- We treat you and your information with respect, by acting responsibly and being ethical.
- We make sure any technology we use meets strict security standards so it keeps your information safe.

## Get in touch if you have a question

**You have a right to ask to see your personal information, and to ask for it to be corrected if it's wrong.**

- If you have a question or a complaint, please get in touch.
- You can find full details about what we do with personal information in our privacy notice at: [workandincome.govt.nz/privacy](https://workandincome.govt.nz/privacy)