## **Review of Decision** application



If we've made a decision you don't agree with you can use this form to ask for a formal Review of Decision.

You need to ask for a review within 3 months of the decision being made. After that time a review will happen only if there's a very good reason for the delay.

You can also have someone help you with your Review of Decision. We may ask you to complete an extra form for this, unless we already have one for them.

If you want to know more about how we process your Review of Decision application, including how long it may take, go to:

- · workandincome.govt.nz/reviewdecision
- · studylink.govt.nz/reviewdecision

If there's something you don't understand about a decision we've made or you think something needs clarifying you can call us. If something's wrong we can usually fix it over the phone.

You can call us on:

- 0800 559 009 (Working age)
- 0800 552 002 (Seniors)

• 0800 88 99 00 (Students)				
Write your client number you have one.  Client number	nere if you know it. This number can be found on your Community Services Card if			
Tell us your details	What is your full name?  Mr Mrs Ms Miss Other  First and middle names  Surname or family name  What date were you born?  Day Month Year			
How TO ANSWER Q3:  If you live in a rural area, flat/house number could include your RAPID number, fire number, emergency services number.	Where do you live?  Flat/House number Street name  Suburb  Town/City			

4	Is your mailing address different from where you live?  No Yes  Tell us your mailing address					
How To ANSWER Q5:     Please only give us     To Answer Q5:     Answer Q5:     To Answer Q5:	How else can we contact you?  Tick the best way for us to first contact you					
contact details you'd like us to use.	Home phone	( )				
us to use.	Mobile phone	( )				
	Other phone	( )				
	Email					
Authorisation 6 to talk with others	or talk with us fo	or this Review of Decision	ion permission to act on your behalf n? question 10			
HOW TO ANSWER Q6	No But I wan	nt another person or organisation	n to help me Go to question 7			
Other people or organisations can talk to us on your behalf, as long as we have your permission. Others could	Yes I already have someone to act for me. I have provided you with their details before.  Go to question 7					
include a solicitor, agent, benefit <b>7</b>	de a solicitor,					
advocate, support	First and middle nam	•	Surname or family name			
group, family member.			,			
Please complete this question, even if you have already told us before, so	Organisation's name (if they represent an organisation, or an organisation represents you)					
we can check their details.	Person or organisation	on's contact details (please inclu	ude postal details here)			
ATTACHMENT FOR Q7:  If this is the first time the	Address					
person or organisation is acting on your behalf,	Mailing address					
you will need to provide written proof which has	Phone number	( )				
your signature, such as:	Mobile number	( )				
<ul> <li>an Appointment of Agent form</li> </ul>	Email					
a letter from your solicitor or advocate.   8	Access to my fil  Give informatio details, housing  Speak or make of	acting on your behalf?  les to get personal information a				
	No Ye	Please tell us below	v			

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Information about the decision you want reviewed  This will normally be the date on the letter you received from us.	When did we let you know  Day Month Year  Please tell us what the deal  Benefits or regular payments  NZ Super		s many as apply)  Jobseeker Support  Student Hardship  Childcare Assistance
	Being declined  Your payments stopping  Other Please tell us w	Start date  An amount you owe us that the decision relates to	Changes to your payments
Please provide us with as much information as possible. You can add more pages if you need to.	Please tell us why you disa	agree with the decision.	

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13	Have you contacted us about this decision before?
	No Go to question 14
	Yes  Give us as much information as you can, including who you spoke with, who you emailed or wrote to, the date, time, and place (if applicable).
Reasons for the delay could include:  you were unwell  your health condition,	If you are applying for a Review of Decision more than 3 months after receiving notification of our decision, please tell us the reasons for the delay.
disability or stress impacted you  • problems related to language (eg, not reading or understanding English)	
<ul> <li>you didn't have access to the information you needed</li> <li>you didn't understand</li> </ul>	
the decision and have now got advice from an advocate or lawyer	
<ul> <li>waiting until a criminal prosecution related to this decision progressed</li> <li>another reason.</li> </ul>	
another reason.	
Applicant's de	eclaration
The information I have gi Applicant's name (print)	ven you is true and complete.  Applicant's signature  Day Month Year
Office use only	У
HIYA-ROD Reference number	
Date ROD entered in the HIYA (the date the ROD was received	

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