

# Significant Financial Hardship Withdrawal Form

If you would like help completing this form, please email [claims@fisherfunds.co.nz](mailto:claims@fisherfunds.co.nz) or phone us on **0800 772 837**.

You can either complete this form directly on-screen or print and complete by hand.

Once you have completed this form:

- If you have selected Option 1 as your preferred identification method and the value of your withdrawal is under \$50,000 you can email your completed application to [claims@fisherfunds.co.nz](mailto:claims@fisherfunds.co.nz)
- If you have selected Option 2 as your preferred identification method you must post your application and supporting documents to **Fisher Funds Management Limited, Private Bag 93502, Takapuna, Auckland 0740** or send by courier to **Fisher Funds Management Limited, Crown Centre, 67-73 Hurstmere Road, Takapuna, Auckland 0622**.
- If the value of your withdrawal is over \$50,000 you must post or courier your application and supporting documents to us.

## Who should complete this form?

Please use this form to apply for a withdrawal from your Fisher Funds KiwiSaver Scheme or Fisher Funds TWO KiwiSaver Scheme account ("KiwiSaver account") if you are suffering, or likely to suffer, from significant financial hardship.

### How much can I apply to withdraw?

You can apply to withdraw funds from your KiwiSaver account, except Government contributions and the Kickstart. Withdrawals are not guaranteed and are subject to the approval of the Supervisor.

### You may apply for a significant financial hardship withdrawal:

- If you cannot pay:
  - For food, accommodation, transport, power, water or gas
  - The mortgage on your main family residence and the bank is enforcing mortgage repayments
  - The cost of modifying your home to meet special needs if you, or a dependant, become disabled
  - The cost of palliative care for a dependant, should you become terminally ill
  - The costs of a funeral for a dependant.

### You cannot claim for:

- Credit card purchases (unless those purchases were for food, accommodation, transport, power, water or gas)
- Mortgage payments for investment properties
- Court fines
- Outstanding payments to Inland Revenue or WINZ etc
- Holidays or travel.

### Who makes the final decision?

The Supervisor is Trustees Executors Limited and they are independent of Fisher Funds. The Supervisor will decide whether or not to approve your application. The Supervisor will work out how much money you have left each week after deducting "minimum living expenses" from your weekly income (your budget deficit). It is important to understand that "minimum living expenses" are based on normal community standards across New Zealand and are not based on your own current living expenses. For example you might spend \$400 a month on clothing but the Supervisor might only give you \$50 a month because this is the minimum standard amount for a New Zealander.

If your application is approved, the maximum payment you can expect will be 13 times your budget deficit, or the total of any overdue minimum living expenses invoices that you have provided. If you are currently in arrears with hire purchase, credit card or loan repayments these will be considered. If your application is approved any money you receive must be used for payment of those invoices. If you request another Significant Financial Hardship withdrawal in the future, you may be asked to supply evidence that you have used any previous payment(s) for the purpose you have claimed.

The Supervisor may ask for further financial information from you. If this information is not provided within four weeks, your application will be cancelled.

# ALL SECTIONS MUST BE COMPLETED

## Section 1: Your Details

Title  First name(s)

Surname

Date of birth  /  /  KiwiSaver Account No.  IRD number

Prescribed Investor Rate (PIR) (please tick one)  
 10.5%  17.5%  28%

To work out your PIR, or for more information, visit [fisherfunds.co.nz/pircalculator](http://fisherfunds.co.nz/pircalculator) or call us on 0508 347 437.

If your selected PIR differs to the rate we have on file, the change will require 1 business day to update before your withdrawal can be processed. If you do not select a PIR, your withdrawal will be processed at the rate we hold on file for this account.

Address

City  Country  Postcode

Home phone  ( ) Work phone  ( ) Mobile  ( )

Email address

### About your spouse, partner\* and/or dependants

Name  Age

Relationship to you  Are they employed?  Yes  No

Name  Age

Relationship to you  Are they employed?  Yes  No

Name  Age

Relationship to you  Are they employed?  Yes  No

Name  Age

Relationship to you  Are they employed?  Yes  No

Name  Age

Relationship to you  Are they employed?  Yes  No

\* Means a civil union partner or de facto partner

# ALL SECTIONS MUST BE COMPLETED

## About your spouse, partner\* and/or dependants continued

Name

Age

Relationship to you

Are they employed?

Yes

No

\* Means a civil union partner or de facto partner

## Section 2: Previous Application for a Significant Financial Hardship Withdrawal

Have you previously made an application for a significant financial hardship withdrawal from any KiwiSaver scheme?

Yes

No (go to Section 3)

If 'Yes', please provide the following details:

1. Application date

Was your application successful?

Yes

No

2. If yes, how did you use the funds?

Amount

Total

## Section 3: Bankruptcy

Have you ever been adjudicated bankrupt or admitted to a No Asset procedure?

Yes

No (go to Section 4)

If 'Yes', please provide details:

Date

Official Assignee Reference/Case Number

# ALL SECTIONS MUST BE COMPLETED

## Section 4: Payment Details

We will only make payments in New Zealand dollars to either a New Zealand bank account or an international bank account held in your name either individually or jointly (the cost of an international transfer is paid by the member). Any payment will be adjusted for tax at the notified Prescribed Investor Rate (PIR) on your account.

Name of Account

Account Details

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Bank

Branch

Account Number

Suffix

Bank/Branch Address

### Please provide proof of your bank account (one of the following)

- » Bank statement
- » Internet banking screenshot
- » Over the counter receipt with a teller's stamp

The proof of bank account must contain the account name, number and the logo of your bank.

## Section 5: Details of Significant Financial Hardship

1. Please explain what has happened to cause you significant financial hardship e.g. have you lost your job or had your hours reduced?

2. Have you tried any other ways to get financial assistance? For example if employed, have you approached your bank for a mortgage holiday. If unemployed have you contacted WINZ for benefit assistance or sought budget advice from a non-profit organisation etc? (You will need to provide evidence in the form of a letter that you have made an application even if it has been declined.)

3. If approved, what will you use the money for?

Amount

	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total</b>	<b>\$</b>

4. How much money do you want to withdraw?

\$  or  All available funds (except you cannot withdraw Government contributions and the Kickstart).

Any amount withdrawn will be deducted proportionately across each Fund you are invested in.

# ALL SECTIONS MUST BE COMPLETED

## Section 6: Household Income, Assets, Expenses and Debts

**You must complete this section, even if you are including a budget from a budget adviser. If any part of this section is not applicable, please enter \$0.00.**

### What is your total weekly household income?

In this section, you need to tell us about the money you and your household **receive** each week. The more information you provide, the faster it is for an assessment of your application to be processed. If we need to ask you for more information it will delay the processing of your application.

**You:**

Salary/wages	\$
Commission	\$
Self-employed income	\$
Pension/superannuation	\$
Benefit	\$
Child support	\$
ACC	\$
Rental/board income	\$
Interest/dividends	\$
Other	\$
<b>Total for you:</b>	<b>\$</b>

**Your partner:**

Salary/wages	\$
Commission	\$
Self-employed income	\$
Pension/superannuation	\$
Benefit	\$
Child support	\$
ACC	\$
Rental/board income	\$
Interest/dividends	\$
Other	\$
<b>Total for your spouse/partner:</b>	<b>\$</b>

### How much money do you need to live on each week?

In this section, you need to tell us how much money you and your household **spend** each week. The more information there is the better it is for an assessment of your individual circumstances. You'll need to provide evidence of all of the items you list below. The evidence you provide must be less than 30 days old.

**How much you and your spouse/partner pay each week for:**

Mortgage/rent/board	\$	Medical insurance	\$
Land rates	\$	Vehicle/boat insurance	\$
Water	\$	Petrol/road user charges	\$
Electricity	\$	Public transport	\$
Gas	\$	Taxi fares/Uber	\$
Home maintenance	\$	Car/vehicle	\$
Phone	\$	Registration/WOF	\$
Internet	\$	Car maintenance	\$
Other	\$	Children's education	\$
Food/groceries	\$	Clothing	\$
Doctor/dentist/optician	\$	Child maintenance	\$
Pharmacy/medication	\$	Child care	\$
House/contents insurance	\$	Weekly debt repayments	\$
Life insurance	\$	<b>Total</b>	<b>\$</b>

## ALL SECTIONS MUST BE COMPLETED

### Section 6: Household Income, Assets, Expenses and Debts

#### What assets or savings do you have? What do you own?

In this section, you need to tell us about the things you, and those in your household, own and their current value.

**You:**

Family home	\$ <input style="width: 90%;" type="text"/>
Investment or holiday home	\$ <input style="width: 90%;" type="text"/>
Household contents (value)	\$ <input style="width: 90%;" type="text"/>
Vehicles incl. boats	\$ <input style="width: 90%;" type="text"/>
Bank accounts	\$ <input style="width: 90%;" type="text"/>
Shares	\$ <input style="width: 90%;" type="text"/>
Term deposits	\$ <input style="width: 90%;" type="text"/>
Bonus bonds	\$ <input style="width: 90%;" type="text"/>
Superannuation	\$ <input style="width: 90%;" type="text"/>
Other	\$ <input style="width: 90%;" type="text"/>
Life insurance policies*	\$ <input style="width: 90%;" type="text"/>
<b>Total for you:</b>	<b>\$</b> <input style="width: 90%;" type="text"/>

**Your partner:**

Family home	\$ <input style="width: 90%;" type="text"/>
Investment or holiday home	\$ <input style="width: 90%;" type="text"/>
Household contents (value)	\$ <input style="width: 90%;" type="text"/>
Vehicles incl. boats	\$ <input style="width: 90%;" type="text"/>
Bank accounts	\$ <input style="width: 90%;" type="text"/>
Shares	\$ <input style="width: 90%;" type="text"/>
Term deposits	\$ <input style="width: 90%;" type="text"/>
Bonus bonds	\$ <input style="width: 90%;" type="text"/>
Superannuation	\$ <input style="width: 90%;" type="text"/>
Other	\$ <input style="width: 90%;" type="text"/>
Life insurance policies*	\$ <input style="width: 90%;" type="text"/>
<b>Total for your spouse/partner:</b>	<b>\$</b> <input style="width: 90%;" type="text"/>

*\* Some older life insurance policies can be cashed in, and so are classified as assets. If you're unsure, check with your provider.*

**IMPORTANT** — remember to include evidence of your income (your most recent two pay slips), bank statements for all accounts for the last three months (yours and your partner's) with your application. We'll also need to see that you've been to your bank and WINZ for assistance. Any information missing from your application will cause delays.

# ALL SECTIONS MUST BE COMPLETED

## Section 6: Household Income, Assets, Expenses and Debts

### What money do you owe?

In this section you need to tell us about the debts you and your household have.

#### How much you and your partner owe in total for:

Rent/mortgage/board	\$ <input style="width: 60%;" type="text"/>	House/contents insurance	\$ <input style="width: 60%;" type="text"/>
Land rates	\$ <input style="width: 60%;" type="text"/>	Life insurance	\$ <input style="width: 60%;" type="text"/>
Water bill	\$ <input style="width: 60%;" type="text"/>	Medical insurance	\$ <input style="width: 60%;" type="text"/>
Electricity bill	\$ <input style="width: 60%;" type="text"/>	Vehicle/boat insurance	\$ <input style="width: 60%;" type="text"/>
Gas bill	\$ <input style="width: 60%;" type="text"/>	Road user charges	\$ <input style="width: 60%;" type="text"/>
Phone bill	\$ <input style="width: 60%;" type="text"/>	Car maintenance	\$ <input style="width: 60%;" type="text"/>
Internet bill	\$ <input style="width: 60%;" type="text"/>	Children's education	\$ <input style="width: 60%;" type="text"/>
Collection debt	\$ <input style="width: 60%;" type="text"/>	Children's uniforms	\$ <input style="width: 60%;" type="text"/>
Doctor/dentist/optician	\$ <input style="width: 60%;" type="text"/>	Child care	\$ <input style="width: 60%;" type="text"/>
Pharmacy/medication	\$ <input style="width: 60%;" type="text"/>	Other	\$ <input style="width: 60%;" type="text"/>
<b>TOTAL</b>			\$ <input style="width: 60%;" type="text"/>

#### You and your partner's other overdue payments e.g. credit cards, loans, finance company, hire purchase etc:

Owed to	What for	Total of missed payments
<input style="width: 95%;" type="text" value="For example: VISA Card"/>	<input style="width: 95%;" type="text" value="Tickets"/>	<input style="width: 95%;" type="text" value="\$89.00"/>
<input style="width: 95%;" type="text" value="For example: Farmers Card"/>	<input style="width: 95%;" type="text" value="Clothing"/>	<input style="width: 95%;" type="text" value="\$39.00"/>
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text" value="\$"/>
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<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text" value="\$"/>
<b>TOTAL</b>		<input style="width: 95%;" type="text" value="\$"/>

#### Three months of current statements are required to show confirmation of arrears

Evidence of debts if in arrears.

# ALL SECTIONS MUST BE COMPLETED

## Section 7: Privacy Statement

Any information that you provide to us may be used by Fisher Funds and the Supervisor and any of their respective related entities, and by other service providers to provide services in relation to your withdrawal request. It may also be used to electronically confirm your identity and address and may be disclosed for these purposes to third parties where relevant. You have the right to access the information held by us and you may also request that it be corrected.

## Section 8: Identification Options

Your withdrawal request must be submitted with one of the identification options set out below. We may have your identification documents on file, please contact us to confirm this. We may need to request new identification documents from you.

### Option 1 – Electronic identity verification

Fisher Funds has the ability to electronically verify your identity and address. Once we have received your withdrawal request we will send you an SMS via our third party partner to biometrically verify your identity. To complete this method of verification you must have: a smartphone (with a front camera that is capable of taking a photo/video) and a current (not expired) version of one of the following:

- » New Zealand Passport
- » New Zealand Drivers Licence
- » Australian Passport
- » Australian Drivers Licence

If this method of identification is unsuccessful you will be required to provide certified ID and proof of address.

### Option 2 – Certified copies of identity documents and proof of residential address

Please provide a certified copy of your identity documents and proof of your residential address. Refer to Sections 9 and 10 for information on acceptable identity documents and who can certify them.

**Preferred identification method** — please select one of the following options:

- Option 1 – I would like Fisher Funds to electronically verify my identity
- Option 2 - I would like to provide Fisher Funds with certified copies of my identity documents

## Section 9: Certified Identity Documents

If you selected Option 2 as your preferred way for us to verify your identity please select one of the certified identification options below. If you have selected Option 1 you do not need to provide certified ID now.

**We are only able to accept original certified copies of certified ID (i.e. the copy that has been physically certified). These documents must be posted to us, our postal address is on page 1.**

### OPTION A: (preferred)

Passport (containing name, date of birth, photograph and signature)

OR

New Zealand Firearms Licence

OR

New Zealand Driver Licence (front and back)

### OPTION B:

Full Birth Certificate

AND one of the following

18+ Card/Kiwi Access Card

OR

Overseas Drivers Licence

*\* If you are supplying foreign identity documents you must also supply proof of New Zealand residency to enable us to confirm your eligibility to join / have joined KiwiSaver.*

**Your photo identification must be current (not expired). If you're unable to provide the above documentation please contact us to discuss other options.**

A Fisher Funds representative can verify your identity documents if you visit our office.



## How to have your ID correctly certified



I certify this to be a true copy of the original document and confirm it represents the identity of Joe Smith.

Name: *Jane Doe*  
 Occupation: *Justice of the Peace*  
 Date: *18/08/2020*  
 Signature: *[Signature]*

### Photocopy ID at 150%

So the details are legible.

Please do not send in your physical identity documents e.g. passport, driver's licence, birth certificate etc.

Please note: Certification is valid for three months and must have been carried out within three months of this application.

Your identity documents must be certified by one of the following people: Justice of the Peace, Registered Lawyer, Chartered Accountant, Registered Teacher, Registered Doctor, Police Officer, Notary Public, Registrar/Deputy Registrar.

## Section 10: Proof of Address

If you have selected Option 2 as your preferred identification method please provide proof of your residential address as set out below. Your proof of address doesn't have to be certified. If you selected Option 1 you do not need to provide proof of address.

### Current physical address

Can't be a PO Box number.



### Dated in the last 12 months, an invoice, statement, letter or contract from:

- » utility provider e.g. water, power, phone
- » professionals e.g. accountant, doctor
- » service providers e.g. Sky TV, insurance
- » government e.g. IRD, WINZ, rates notice
- » current employer e.g. payslip
- » bank correspondence or statement
- » tenancy agreement

Please note: We cannot accept a statement/correspondence from Fisher Funds as proof of your address.

# ALL SECTIONS MUST BE COMPLETED

## Section 11: Statutory Declaration

A Statutory Declaration is a written statement that allows a person to declare something to be true. This page must be completed in front of an authorised person who will witness the declaration.

I,

Name of KiwiSaver member

of

Address

Occupation

### solemnly and sincerely declare that:

- I am suffering Significant Financial Hardship as defined in the Act, and I am applying to the Supervisor for a withdrawal from my KiwiSaver account.
- I understand that acceptance of this application is at the discretion of the Supervisor.
- I understand that the Supervisor will not be able to complete its assessment of this application if the information given in this form is incomplete or incorrect and I understand that the Supervisor may request additional information from me relating to this application.
- I understand that the Supervisor may decide that the amount withdrawn be limited to a specific amount, that in the Supervisor's opinion, is required to remedy the particular financial hardship.
- I authorise Fisher Funds and/or the Supervisor to contact any of my former KiwiSaver scheme provider(s) and/or Supervisor(s) and authorise the same to disclose and/or provide any information requested in so far as it relates to any previous claims I have made under a significant financial hardship application.
- I understand that my withdrawal value may fluctuate based on the unit price(s) which applies when the withdrawal is processed and that fees, taxes and expenses may be deducted from my KiwiSaver account.
- The information given in this form is true and correct. I acknowledge that the Supervisor will rely on information provided in (or in connection with) this form and accordingly agree to indemnify them against any claims, liability, losses, damages, costs and expenses whatsoever which may arise directly or indirectly as a result of any information provided in (or in connection with) this form being untrue or misleading (including omission).
- I authorise Fisher Funds to contact any third parties for verification of information I have provided.
- The Supervisor must be reasonably satisfied that you have explored and exhausted all other reasonable alternative sources of funding.

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

Your signature

### Declared at

Address

Date

### Before me

Name

Signature

### Who can witness me making the declaration?

The following people can witness you making the declaration

- Notary Public
- Justice of the Peace
- Enrolled solicitor or barrister of the high court
- Registrar/Deputy Registrar

Please complete all the steps in the checklist on the following page

## Checklist to Help

To avoid delays in processing your application, please complete the checklist below and supply the relevant documents.

- You must complete all sections.
- Provide proof of your bank account (*refer to Section 4*).
- Select a preferred identification method in Section 8 and provide evidence (*refer to Sections 8, 9 & 10*)
- Provide bank statements for all accounts belonging to you and your partner from the current date for the **last 90 days**.
- Complete the Statutory Declaration in Section 11.

You can find a Justice of the Peace near you by visiting the New Zealand's Justices' Association website [jpfed.org.nz](http://jpfed.org.nz). They will be able to certify your ID and witness your Statutory Declaration.

Where applicable, please provide the following documents to support your request:

- If you are not employed, a letter from WINZ:
  - A letter declining your request for WINZ financial assistance
  - OR
  - A letter advising the breakdown of any benefit amount paid to you.
- If you have a current payment plan in place for a debt please provide evidence.
- If employed please provide a letter from a lending institution, who have declined a request from you for a financial loan.
- If employed, provide your last two payslips (your spouse or partner must also provide this information if they are working); or
  - A copy of a letter from your employer if your hours have been reduced; or
  - A redundancy notice.
- Provide:
  - A copy of your rental agreement and/or a rent arrears letter; or
  - A mortgage arrears letter and the past three months mortgage transaction statements; or
  - A letter from the home owner you are boarding with stating the amount of board you pay weekly and/or if you are in arrears. This letter must be signed and witnessed by a **Justice of the Peace**.
- Copies of overdue bills (**less than 30 days old**).
- A builder's report (for home modifications to meet any special needs arising from a disability to you or a dependant).
- If you are an undischarged bankrupt, a letter from the Official Assignee approving this application to withdraw funds and credit to your bank account.
- An invoice for funeral expenses for a dependant. This must be in your name.
- Last 30 days of statements for loans or HP's that are in arrears.
- Latest full credit card statement that shows your name/partner's name, total amount owing and minimum payment due.
- Provide the original of this completed form (only if you have selected Option 2 as your preferred identification method or if the value of your withdrawal is over \$50,000)