



Contributions holiday request (employee to complete)

KiwiSaver Act 2006

Use this form to request a contributions holiday. Or go to www.kiwisaver.govt.nz to complete our online form. If you have been a member for less than 12 months and you are experiencing financial hardship, attach an explanation of your situation or call us on 0800 549 472.

Please read the notes on the back to help you fill in this form.

Section A Personal details Please use BLOCKLETTERS

1. Your IRD number

2. Your name Mr Mrs Miss Ms Other
Put a dash to indicate your title

First names

Surname

3. Your postal address
Street number Street address or PO Box number

Suburb, box lobby or RD

Town or city Postcode

4. Your contact numbers
Day Mobile

5. Your email address

If you give an email address you may receive KiwiSaver information by email

6. You may take a contributions holiday for any period between three months and five years. Please indicate how long your contributions holiday is for. Years Months

Section B Employment details Please use BLOCKLETTERS

7. If you want us to tell an employer to stop making KiwiSaver deductions, please enter their details below. If you have other employers who you want us to tell, please attach a list to this form.

Employer's business name

Employer's address
Street number Street address or PO Box number

Suburb, box lobby or RD

Town or city Postcode

This form is for employees to request a contributions holiday

We will automatically approve your request for a contributions holiday if you have been a member of KiwiSaver for at least 12 months. You can take a contributions holiday for any period between three months and five years. You can take as many contributions holidays as you like while you are a KiwiSaver member. You'll find more information in your KiwiSaver information pack or by going to www.kiwisaver.govt.nz

Financial hardship

If you haven't been a member for at least 12 months but you are experiencing financial hardship, you may be able to apply for a contributions holiday for a minimum of three months. In this case, attach an explanation of your situation or call us on 0800 549 472 to give us details of your situation.

We will advise you when your financial hardship application is accepted or declined.

Contributions holiday approval notice

We will send you a confirmation notice. You can have a holiday from one or all of your employers at the same time. We'll ask the ones you nominate to stop making deductions or you can show them your contributions holiday notice.

You can ask your employer to restart deductions from any income source at any time while you are on a contributions holiday.

Privacy

Meeting your tax obligations means giving us accurate information so we can assess your liabilities or your entitlements under the Acts we administer. We may charge penalties if you don't.

We may also exchange information about you with:

- some government agencies
- another country, if we have an information supply agreement with them
- Statistics New Zealand (for statistical purposes only).

If you ask to see the personal information we hold about you, we'll show you and correct any errors, unless we have a lawful reason not to. Call us on 0800 549 472 for more information. For full details of our privacy policy go to www.ird.govt.nz (keyword: privacy).

Please send this completed form to:

Inland Revenue

PO Box 39090

Wellington Mail Centre

Lower Hutt 5045

For more information about KiwiSaver go to www.kiwisaver.govt.nz or call us on 0800 549 472.