

Application for Withdrawal – Purchase First Home

Section A Introduction and steps to apply

Use this form to apply for a first home withdrawal from your KiwiSaver account. We will also require you to complete an AML Identity Verification form which is available by calling 0800 223 4636 or emailing bcfkiwisaver@mjlw.co.nz

Note that to be eligible to apply to withdraw funds to purchase your first home you need to have been a member of a KiwiSaver Scheme for at least three years, not have already made a first home withdrawal from this or another KiwiSaver Scheme and the property you wish to purchase is intended to be your principal place of residence.

The withdrawal is subject to approval and a minimum balance of \$1,000 must be maintained in your Member's account after such a withdrawal.

To apply for a first home withdrawal:

1. Find a solicitor (or licensed conveyancer) to help you through all the legal ins and outs of buying your first home. Let your solicitor (or licensed conveyancer) know you want to use your KiwiSaver contributions towards your first home.
2. Talk to us about applying for a first home withdrawal. You can call us on 0800 266 463.
3. Take this application form to your solicitor (or licensed conveyancer) to complete and return with:
 - your sale and purchase agreement (this must be in your name, or see note below)
 - a solicitor's or licensed conveyancer's letter of undertaking (attached at the back of this application form)
 - a solicitor's or licensed conveyancer's deposit slip for their trust account.

All documentation needs to be with us at least 10 working days prior to your deposit or settlement date.

We're unable to pay a first home withdrawal:

- unless you've been a member of KiwiSaver for three years
- after your settlement date.

4. The amount you are able to withdraw from your KiwiSaver account will be paid directly to your solicitor's or licensed conveyancer's trust account. You and your solicitor (or licensed conveyancer) will receive confirmation of this.

Note: If the Sale and Purchase agreement is not in your name we require a Deed of Nomination as evidence that you are the purchaser of the property.

Section B Your personal details

- | | | | |
|------------------------|---|-----------------------|---|
| 1. Your IRD Number | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | 2. Your Member Number | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| 3. Your Name | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____ | | |
| | First Name(s) _____ | | Surname _____ |
| 4. Your Postal Address | | | |
| | Street Address/ _____
PO Box _____ | | |
| | Suburb or RD _____ | | |
| | Town or City _____ | | |
| | Postcode <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | | |
| 5. Email address | <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"/> <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"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | | |
| 6. Date of Birth | _____ | | |
| 7. Occupation | _____ | | |
| 8. Contact Phone no | _____ | | |

The information in this form is being collected for the purposes of effectively managing your BCF KiwiSaver Scheme account and it will be held by MJW. It may be disclosed to third parties to the extent that is necessary to administer your application and any withdrawal from the BCF KiwiSaver Scheme. You can ask to see the personal information that MJW holds about you by calling us on 0800 223 4636.

Section C Application to make a withdrawal

I wish to make a withdrawal from my Member's Account as below:

Type of withdrawal

- ☐ First home withdrawal (this applies if you've never previously owned a property, other than a leasehold estate - whether alone or jointly with another person).
- ☐ First home withdrawal for a previous property owner (this applies if you've previously owned a property). You must include your confirmation letter from the Ministry of Housing (or delegate) that you qualify. For more information or the necessary form, please contact Housing New Zealand on 0508 935 266 or visit the website www.hnzc.co.nz.*

Amount of withdrawal

If my application is approved I wish to withdraw:

- ☐ a withdrawal for my full available balance*
- ☐ a partial withdrawal of \$ _____ **

* Note that a minimum balance of \$1,000 must be maintained in your member's account after such a withdrawal.

** Deducted proportionately from the funds you are invested in and taken first from your own and any employer contributions (and your investment earnings), and second, from your member tax credits amount

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

- ☐ No ☐ Yes – please contact us for information. An extra withdrawal form is required.

Section D Your Statutory Declaration (please complete on following page)

I, the above named Applicant, do solemnly and sincerely declare that:

- ☐ I have had my principal residence in New Zealand for the entire period that I have been a member of KiwiSaver
- ☐ I was living overseas for the following dates

_____ to _____ / _____ / _____ [insert dates]

and I understand I do not qualify to be paid the member tax credit for this period

I also declare that:

1. All the information provided in this form (and any included documents) is true and correct;
2. I have been a member of a KiwiSaver scheme, or Complying Superannuation Fund, for 3 or more years;
3. I have never made a withdrawal from a KiwiSaver scheme for a home purchase (whether this Scheme or any scheme to which I previously belonged);
4. I have not previously owned an estate in land, or I attach written confirmation from Housing New Zealand stating that it is satisfied my financial position (in terms of income, assets and liabilities) is what would be expected of a person who has never held an estate in land (either alone or jointly with another person);
5. The property I am purchasing is intended to be my principal place of residence;
6. I understand that my application for a first home withdrawal is subject to the Manager of the BCF KiwiSaver Scheme receiving everything listed in the checklist below (in a form acceptable to the Manager) at least 10 business days before my deposit or settlement date;
7. I understand that should the information given be incomplete or incorrect, the Manager of the BCF KiwiSaver Scheme will not be able to complete its assessment of my application for a home purchase withdrawal. I agree that the Manager may approach the solicitor named above to obtain such further information as may be reasonably required in connection with this application, and I hereby authorise that solicitor to provide such further information;
8. I understand my withdrawal must be paid to my solicitor's or licensed conveyancer's trust account.

I do solemnly and sincerely declare that the information provided in this application and the attached documents (if any) is complete and correct to the best of my knowledge and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Please complete the statutory declaration section on the following page

Signature _____
Your signature

Before me (JP, Solicitor, Notary Public or other person authorised to take a statutory declaration, such as the Registrar or Deputy Registrar of the High Court or of any District Court or a member of parliament):

Full name _____ Occupation _____
 Address _____
 Signature _____
Of person taking the statutory declaration

[illegible]

I have ☐ completed Sections B,C, D & E of the form

☐ signed and dated Section D - i.e., the statutory declaration

I attach ☐ a Letter of Undertaking completed by my solicitor (attached at the back of this application form)

☐ a bank deposit slip from your solicitor showing the account name and number for payment of the benefit requested in this application

☐ a copy of the Agreement for Sale and Purchase of Real Estate for the purchased property in your name

☐ a Deed of Nomination (only necessary if the Agreement for Sale and Purchase of Real Estate is not in your name)

☐ If you have previously held an estate in land you must provide a copy of your **‘Letter of Determination’** from Housing New Zealand

☐ a completed AML form and certified identity documents (e.g., passport, utility bill)

If you have any questions about completing this form, please call 0800 BCF INFO (0800 223 4636)