



How to use this form

To make a first home withdrawal from the SuperLife KiwiSaver scheme ("SuperLife"). Complete this form and either email the completed form to superlife@superlife.co.nz or post it to us at P.O. Box 105262, Auckland City 1143.

YOUR DETAILS

Name

Date of birth

IRD number

Current address

Street address	
Suburb	
Town/city	Postcode
Country	

Phone

Email

I want to withdraw

the maximum amount possible

the specified amount

DETAILS OF PROPERTY TO BE PURCHASED

Address

Street address	
Suburb	
Town/city	Postcode
Country	

The withdrawal amount will be applied towards the deposit in the first instance and any remaining funds applied towards the purchase price at settlement.

Deposit date

The withdrawal amount will be applied towards paying the balance of the purchase price of the property at settlement.

Settlement date

STATUTORY DECLARATION

I, (full name) _____	Occupation _____
Address _____	

Solemnly and sincerely declare, that, to the best of my knowledge, my principal place of residence has been in New Zealand for the following periods.

Always in New Zealand

In New Zealand, except for the following periods:

Note: do not include periods that you were overseas (e.g. on holiday) if your principal place of residence was still in NZ during such periods.

From	To
DD MM YYYY	DD MM YYYY
DD MM YYYY	DD MM YYYY
DD MM YYYY	DD MM YYYY

I confirm the following:

- I have never before made a KiwiSaver withdrawal for the purchase of a first home.
- I confirm I have been a KiwiSaver member for at least 3 years.
- The home I intend to purchase is, or is intended to be, the principal place of residence for me or me and my family AND EITHER:
 - I have not, at any time before making this application, owned land (whether alone or as a joint tenant or tenant in common) OR
 - I have attached a signed notice from a Minister of Housing delegate stating that my assets and liabilities represent a financial position that would be expected of a person who has never held land (whether alone or as a joint tenant or tenant in common).
- If, rather than a home, I intend to purchase an interest in a dwelling house on Māori land, then the above confirmation applies as if the reference to "home" is a reference to that dwelling house.
- All the content of this application is true and complete, and all the documents attached in support of my application are a true originals or authentic copies of the originals.
- The property I am purchasing is in New Zealand.

Signature of declarant (your signature)

Witness* (signature of witness) _____
Declare at (DD/YY/MMMM) _____

Before me:

*A Justice of the Peace, or other person (e.g. notary public, solicitor, officer of the court) authorised to take and receive Statutory Declarations.

VERIFICATION OF YOUR IDENTITY

To meet the requirements under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009, we must verify your identity and residential address if we have not done so previously. If you have already provided us with this information, then you do not need to do this again.

Please tick the box below to give us your consent to electronically verify your details. You will receive a link from noreply@cloudcheck.co.nz on the device you are using to do this. Please follow the prompts to have your photo taken. The photo helps us verify the identity of the person presenting the documents.

OPTION 1 - ELECTRONIC IDENTITY VERIFICATION AND PROOF OF ADDRESS

I would like to verify my identity and address electronically. I authorise SuperLife to undertake this.

If we are unable to successfully identify you through electronic verification, you will need to provide us with the documents as per Option 2.

OPTION 2 – CERTIFIED ID & ADDRESS DOCUMENTS

If you select this option, you will need to provide SuperLife with certified copies of your ID documents and address proof as listed below. These documents must be posted to SuperLife, P O Box 105262, Auckland City, 1143. A certified copy is a photocopy of an original document, on which an authorised person has written:

"I certify this to be a true copy of the original document" or words to that effect (adding in the case of an identification document the words *"and that it represents the identity of [full name]"*); and – added their name and occupation, the date, their signature, their registration number (or equivalent) and their contact phone number.

The certifier cannot be someone who is related to you, is your spouse or partner, or lives at the same address. Certification must have been completed no more than 3 months prior to this application.

Your identity documents must be certified by one of the following (only if in NZ):

- Justice of the Peace
- Registered lawyer
- Notary Public
- Chartered accountant
- Registered doctor
- Registered teacher
- Registrar/Deputy registrar
- Police officer
- Kaumatua
- Minister of Religion
- Member of Parliament

! Please contact us if you are having your documents certified overseas so we can advise you who can certify your documents. This list will differ from above.

Identification: please tick one option**Option 1 - ONE document from this section**

- | | |
|-----------------------------|-----------------------------------|
| NZ passport (Identity page) | Overseas passport (Identity page) |
| NZ firearms licence | NZ certificate of identity |

Option 2 - NZ driver's licence PLUS (one of the documents from this section)

- | | |
|---|--|
| Super Gold card | NZ full birth certificate/Birth certificate issued by foreign government |
| NZ citizenship certificate/Citizenship certificate issued by foreign government | Bank statement or IRD statement issued in your name in the last 6 months |

Option 3 - Kiwi Access card (18+) PLUS (one of the documents from this section)

- | | |
|--|---|
| NZ full birth certificate/Birth certificate issued by foreign government | NZ citizenship certificate/Citizenship certificate issued by foreign government |
|--|---|

! If you are providing previously certified identity documents, please ensure the documents have been certified not more than 3 months prior.

Address

Please supply one of the following as a certified copy as proof of address. The document you provide must be addressed to you showing the residential address you have declared in this application and be dated within the last 12 months:

- | | |
|--|----------------|
| Letter of invoice from utility company | Bank statement |
| Letter from government agency (e.g., Inland Revenue, rates bill) | |

LEGAL PRACTITIONER'S CONFIRMATIONS AND UNDERTAKINGS**Name of legal practitioner****Name of firm****Address****Phone****Email****As the legal practitioner for the member, I confirm:**

- A copy of the sale and purchase agreement for the land is attached.
- For an interest in a dwelling house on Māori land, evidence is attached of the member's right to occupy the Māori land
- The agreement for purchase is unconditional OR expected to go unconditional on
- If the agreement is unconditional, I undertake as follows:
- Payment of any amount of the withdrawal will be held by the stakeholder.
- The stakeholder is obliged to hold the amount while the agreement is conditional.
- The amount will be paid to the vendors as part of the purchase price or will be repaid to the manager on account of the member if settlement of the agreement is not completed in accordance with the agreement by the due date or any extended date.
- The stakeholder is obliged to repay the amount to the practitioner if settlement of the agreement is not completed in accordance with the agreement by the due date or any extended date (non-completion), but excepting non-completion due to the purchaser's default.
- I will repay the amount that I receive from the stakeholder to the manager on account of the member's KiwiSaver account under SuperLife.
- Funds should be paid to our solicitor's trust account with the deposit slip attached. Please provide details below.

Account name**Bank name****Branch name****Account number****Signature by practitioner****Date**

CHECKLIST BEFORE SUBMITTING YOUR APPLICATION

Before submitting your application, please check you have completed and included all the required documents.

Check your personal details are complete and correct.

Check and confirm the amount you want to withdraw.

Complete the statutory declaration before a Justice of Peace or someone authorised to take and receive Statutory Declarations.

Complete your identity verification if you haven't already done so. You can do this electronically. If not, provide certified copies of the type of document you want to use as proof of your identity. See OPTION 2 of the form for which document(s) you can use. Your documents must be certified not more than 3 months ago. Proof of address document must be less than 12 months old.

Check your legal practitioner has attached a copy of your sale and purchase agreement. If you are buying a house on Maori land, there must be proof you have the right to occupy Maori land.

Check the solicitor's trust account name and bank account details are correct when you make a payment. Don't forget to attach a deposit slip with the application. Also make sure your legal practitioner has signed and dated the form.