



PENSIONER COTTAGES APPLICATION FORM

- helping Kaikōura move forward as a great place to live

Please fill in the form below and return with supporting documentation to Kaikōura District Council. You can return in person to reception on Level 2, 96 West End, Kaikōura or by email to

KDC@kaikoura.govt.nz or by post to - Attn Pensioner Cottages Officer

Kaikōura District Council

PO Box 6

Kaikōura 7300

Your application needs to have the following supporting documents:

- Character reference(s) for each applicant. This needs to be in written, not verbal form. Handwriting is acceptable but must be legible
- Proof of identity for each applicant (copies of passport, drivers' licence, birth certificate). Copies of these are adequate – please ensure they are signed and stamped by a Justice of the Peace or other person authorised to do so
- Bank statements showing transactions from the last 4 weeks
- A supporting document from your bank, Inland Revenue or Work and Income providing proof of your income for the last financial year
- Section six of this application form must be signed and declared in front of a person entitled to witness your signature (such as a Justice of the Peace, A Solicitor of the High Court of NZ or an Officer in the service of the Crown, authorised to take Statutory Declarations)

Note: All questions should be answered and filled in by yourself personally if possible, otherwise by someone who knows your circumstances. Once received, Council will send acknowledgement of your application. Council will be in touch when a vacancy becomes available. All applications are reviewed when this occurs.

SECTION ONE - APPLICANT DETAILS

Applicant one	Mr / Mrs / Miss / Ms		
	First name:		
	Last name:		
	Preferred name:		
Age		Date of birth	
Current address			
Phone/mobile			
Email			
Applicant two (if applicable)	Mr / Mrs / Miss / Ms		
	First name:		
	Last name:		
	Preferred name:		
Age		Date of birth	
Current address <i>(if different from above)</i>			
Phone/mobile			
Email			
Relationship between applicants:			

Have any applicants ever been convicted of a criminal charge or have any criminal charges pending?

Yes **No**

Please note: if the answer was 'Yes' to the question above, further information may be requested by Council.

SECTION TWO - CURRENT ACCOMMODATION

This section refers to your current living arrangements

1. What is your current type of accommodation?

Renting **Boarding** **In your own home** **Other** (please provide details)

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2. How much rent do you pay? **Weekly** **Fortnightly**

3. How long have you been at your current accommodation?

4. Reason for wanting to move?

.....

5. How long have you lived as a resident in Kaikōura?

6. Do you receive an accommodation supplement for Work and Income NZ? **Yes** **No**

7. Would you like to be contacted by Kaikōura’s local social service centre to see if you are eligible for any further financial or accommodation assistance from government? **Yes** **No**

SECTION THREE – HOME OWNERSHIP

This section refers to whether any of the applicants stated on this form own property

Do any of the applicants own property?	<input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, please supply details, if no, go straight to the next section)
Do any of the applicants intend to purchase property?	<input type="checkbox"/> Yes <input type="checkbox"/> No (if yes, please supply full details)

SECTION FOUR - EMPLOYMENT

This section refers to your current employment (if relevant)

1. Are you currently employed? **Yes** **No** (if no, go to the next section)

2. If yes, is it **Part Time** **Full Time** **Casual** **Other**.....

3. Name of employer:

4. Address of employer:

Weekly earnings (before tax):

SECTION FIVE – FINANCIAL INFORMATION

This section refers to your income, including any benefits you receive as well as any assets you hold (monetary or other). Amounts stated needs to be per month, at time of application. Please combine the information if there is more than one applicant.

Main sources of income	Applicant one	Applicant two
Income tested benefit from WINZ		
NZ Superannuation		
Veterans Pension from WINZ		
ACC		
Salary/wages		
Other sources of income		
Boarder		
TOTAL		\$
Savings and investments	Applicant one	Applicant two
Money in the bank		
Bonus Bonds, Securities, Bonds		
Shares in public listed & private companies		
Loans to other people		
Investments in other assets (holiday homes, rental properties etc.)		
Any other investments		
TOTAL		\$
Other assets	Applicant one	Applicant two
Home you own and/or live in; or proceeds from house sale within last five years		
Vehicles		
Boat/Caravan		
Other (please specify)		
TOTAL		\$
Liabilities	Applicant one	Applicant two
Mortgage on property		

Other (personal loans, bank loans etc)		
TOTAL		\$

Have you or your partner sold any property within the last two years? **Yes** **No**

If yes, please provide details of the reason for the sale, the amount of the proceeds and what was done with the proceeds:

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SECTION SIX – DECLARATION

To be completed by both applicants if more than one person applying.

I/We (print name(s)
 declare that I/We have answered all of the questions asked by Kaikōura District Council, or the questions have been answered for me, and in information I have given is true and complete.

PRIVACY STATEMENT

Kaikōura District Council undertakes to collect, use and store the information you provide on this form according to the principles of the Privacy Act 1993. The information may only be used to access your eligibility for the Kaikōura District Council Pensioner Cottages, for administrative purposes and in emergency situations.

I agree that this information can be used by Kaikōura District Council for the above purpose. The information you have provided in applying for a Pensioner Cottage may be used for a credit check, reference and Police check in relation to your application.

Declared at

this day of the year.....

Signature of applicant one:

Signature of applicant two:

Before me:

.....
 Signature of witness

.....
 Name of witness