

# SBS Wealth KiwiSaver Scheme Australian-sourced Funds Withdrawal Request Application Form



Use this form to apply **for a withdrawal of your Australian sourced retirement savings ('Australian-sourced Funds') from your SBS Wealth KiwiSaver Scheme account**

## **Before you get started**

Australian-sourced Funds are subject to different criteria to the other savings in your SBS Wealth KiwiSaver Scheme account. In order to make a withdrawal you must meet one of the following criteria:

- > You are aged 60 years or over and ended your employment after reaching age 60; or
- > You are aged 60 years or over and have retired at the date of this withdrawal request (this means you have stopped working in paid employment, and do not intend to be ever again in paid employment for 10 or more hours per week); or
- > You are aged 65 years or over.

The remaining funds will remain in your SBS Wealth KiwiSaver Scheme account until you reach New Zealand Superannuation age (currently 65).

You may not withdraw your Australian-sourced Funds early to assist with the purchase of a first home or use your Australian-sourced Funds to count towards eligibility for a first home buyer's subsidy; and

- > Government contributions will not be payable on your Australian-sourced Funds; and
- > Your Australian-sourced Funds cannot be transferred to a third country; and
- > Any positive returns earned on your Australian-sourced Funds since transferring them to the SBS Wealth KiwiSaver Scheme will remain in your SBS Wealth KiwiSaver Scheme account. Once you reach age 65 you can complete the SBS Wealth KiwiSaver Scheme First Retirement Withdrawal Request Application Form to withdraw these earnings.
- > You'll only be able to make a full withdrawal or ad-hoc lump-sum withdrawals of your Australian-sourced Funds (there is no facility to set-up a regular withdrawal of these funds). There are no restrictions on the number of lump sum withdrawals you can make.

We will also require you to attach identity documents as indicated on the checklist of this form if this is your first eligible Australian-sourced Funds retirement withdrawal from your SBS Wealth KiwiSaver Scheme account.

If we are still receiving employer or employee contributions for you, you may be required to provide evidence that your employment has ended.

## **What happens after you submit the form?**

- > We check your application form is complete.
- > We check to see we have received your identity documents previously. If we have not, or they were received two or more years ago, we may ask you for new identity documents. We will contact you in that event.
- > Payment can normally be expected within 3 working days of receipt of your application.

If you require assistance completing this form then please contact us **0800 727 935** or email us at **contact@sbswealth.co.nz**.

## IMPORTANT CHECKLIST (RETURN WITH FORM)

Before sending us the form please check you:

(Please tick)

- ☐ **First Australian-sourced Funds withdrawal**
- ☐ Are fully aware of the requirements you must meet in order to qualify for this withdrawal;
- ☐ Have completed all sections of this form;
- ☐ Attach proof of your bank account such as a pre-printed bank deposit slip;
- ☐ If the bank account for payment is an overseas account you have completed the Swift and/or IBAN number;
- ☐ Attach a certified/verified copy of acceptable identity verification documents. This is usually by way of either: 1. a certified/verified copy of a New Zealand passport; or 2. a certified/verified copy of a New Zealand driver licence showing a photo of the applicant, together with a secondary form of identification. For a full list of acceptable documents, please refer to section 6 of this form.
- ☐ Attach a certified/verified copy of evidence of address (for a full list of acceptable documents, please refer to section 6 of this form);

If we are still receiving employer or employee contributions for you, you may be required to provide evidence that your employment has ended.

- ☐ **Subsequent Australian-sourced Funds withdrawal**
- ☐ Have completed sections 1 – 5 of this form;
- ☐ Have signed section 7 of this form;
- ☐ Attach proof of your bank account such as a pre-printed bank deposit slip;

### Return form

Please return the completed form and requested supporting documents to us by post:

Post/courier: SBS Wealth KiwiSaver Scheme, PO Box 10445, Wellington 6143

## Section 1: Member's details

Member  DoB    IRD number

Title  Given name(s)  Surname

Current postal address

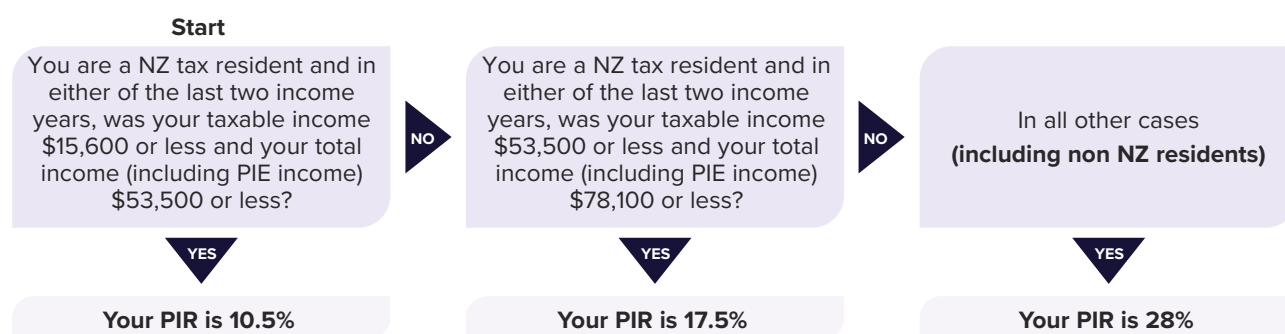
Postcode

Home phone  Work phone  Mobile

Email address\*

\*Supply email address if you wish to receive all communications regarding the SBS Wealth KiwiSaver Scheme via email.

### Guide to calculate your PIR



Prescribed Investor Rate ("PIR") (Please tick one) ☐ 10.5% ☐ 17.5% ☐ 28%

Refer to Inland Revenue ([www.ird.govt.nz/roles/portfolio-investment-entities/find-my-prescribed-investor-rate](http://www.ird.govt.nz/roles/portfolio-investment-entities/find-my-prescribed-investor-rate)) for more information.

**Note: We will update your account with the contact details and PIR you provide above if they differ from our existing records.**

## Section 2: Withdrawal details

### Type of withdrawal (Please tick one)

Units will be redeemed sufficient to pay out the amount indicated below and any tax liability. Any partial withdrawal will be deducted proportionally from each investment portfolio or fund that you are invested in according to your investment profile.

#### Full withdrawal

☐ The total sum of my Australian-sourced Funds

#### Partial withdrawal (minimum of \$100 per withdrawal)

☐ A partial withdrawal to pay out \$

### Section 3: Bank account details

We will make payments to a New Zealand bank account held in your name or jointly in your name. If you no longer have a New Zealand bank account we will only pay into your overseas bank account by telegraphic transfer remitted in the currency of the country in which the account resides (less any associated costs for the transfer including foreign exchange conversion). We will adjust your withdrawal amount for any tax liability.

Please pay (please tick one) ☐ To a New Zealand bank account ☐ To an overseas bank account by Telegraphic Transfer

Bank account name

Account number  -  -  -   
Bank Branch Account number Suffix

Bank Name  Branch  City

- ☐ **Please provide evidence of your bank account details** (please tick)  
(attach a pre-printed deposit slip, copy of bank statement, over-the-counter printed receipt with a teller's stamp or on-line bank statement containing the name of the bank in the header or footer)

**Overseas bank details** (in addition to the above details please complete the following swift and/or IBAN details if the payment is to an overseas account)

Swift number  IBAN number

### Section 4: Bankruptcy

**Have you ever been adjudicated bankrupt or admitted to a No Asset procedure?** (please tick one)

☐ No ☐ Yes (please provide details) Date

Official Assignee Reference/Case Number:

### Section 5: Privacy policy

For the latest version of our Privacy Policy please see [www.sbswealth.co.nz/privacy-policy/](http://www.sbswealth.co.nz/privacy-policy/).

I confirm that I have read and understood the Privacy Policy and consent to the collection, use, disclosure and retention of my personal information for the purposes of processing this application, managing my membership of the Scheme and as otherwise in accordance with the terms of the Privacy Policy.

## Section 6: Identification details

Your first withdrawal request must be submitted with one of the identity options and a proof of address below.

If this is a subsequent withdrawal and you have not made a withdrawal application within the last 2 years, we may request verified/certified copies of your identification documents and proof of address. We will contact you in that event. Present the following original documents in person to your local SBS Bank branch or approved distribution partner. Where presentation of the original documents is not possible, please provide certified copies of original documents by a Trusted Referee. Please refer to the Document Certification table for a list on who may certify original documents.

### Approved Identification Documents

Please provide one of the following sets of name and date of birth identification documents:

- ☐ Set One – one primary identification document from Set One; **OR**
- ☐ Set Two – one primary and one secondary identification document from Set Two; **OR**
- ☐ Set Three – one primary and one secondary identification document from Set Three.

	Identity Verification – Primary (Must be signed [where relevant] and current)	Identity Verification – Secondary (Must be signed [where relevant] and current)
<b>Set One</b>	<input type="checkbox"/> New Zealand passport <input type="checkbox"/> Overseas passport (with photo & signed) <input type="checkbox"/> New Zealand firearms licence	– None required
<b>Set Two</b>	<input type="checkbox"/> New Zealand driver licence	<input type="checkbox"/> SuperGold Card (signed) <input type="checkbox"/> NZ registered bank/credit card (Name embossed & signed) <input type="checkbox"/> NZ registered bank statement issued in the last 12 months <input type="checkbox"/> Document issued by NZ Government (e.g. marriage licence) <input type="checkbox"/> Statement issued by NZ Government agency (e.g. WINZ, IRD) issued in the last 12 months
<b>Set Three</b>	<input type="checkbox"/> New Zealand full birth certificate <input type="checkbox"/> Overseas full birth certificate <input type="checkbox"/> Certificate of New Zealand citizenship <input type="checkbox"/> Overseas citizenship certificate	<input type="checkbox"/> New Zealand driver licence <input type="checkbox"/> Overseas driver licence (with photo) <input type="checkbox"/> 18+ Card/Kiwi Access card <input type="checkbox"/> SuperGold Card (with photo & signed)

## Approved address verification document

Please provide one of the following address identification documents:

**Must be addressed to you personally and, include your current physical address, and be dated within 12 months of presentation.**

**Electronic copies are acceptable if they show the same physical address that they otherwise would have been posted to.**

- |  |   |
|--|---|
| <input type="checkbox"/> Bank statement from NZ registered bank issued in last 12 months   | <input type="checkbox"/> A signed tenancy agreement                       |
| <input type="checkbox"/> Utility bill (power, phone, internet, gas, water)   | <input type="checkbox"/> Current vehicle registration                     |
| <input type="checkbox"/> Local authority rates bill  | <input type="checkbox"/> Insurance policy (dwelling)                      |
| <input type="checkbox"/> Document issued by NZ Government authority  | <input type="checkbox"/> Electronic White Pages                           |
| <input type="checkbox"/> Non-bank Financial Institution statement or correspondence (e.g. Building Societies and AML/CFT reporting entities) | <input type="checkbox"/> Sales and Purchase Agreement                     |
| <input type="checkbox"/> Letter from a New Zealand education institution   | <input type="checkbox"/> Rest/Retirement home statement or correspondence |

## Document certification

If you are unable to present original documents in person then certified copies of original documents may be presented. These must be certified by a Trusted Referee.

### A Trusted Referee must be over 16 years of age and can be any of the following:

- > New Zealand Lawyer
- > Notary Public
- > Justice of the Peace
- > New Zealand Honorary Consul
- > New Zealand Chartered Accountant
- > A person who has the legal authority to take statutory declarations or the equivalent in New Zealand

### The Trusted Referee must not be:

- > Related to the customer; for example, a trusted referee cannot be their parent, child, brother, sister, aunt, uncle or cousin
- > The spouse or partner of the customer
- > A person who lives at the same address as the customer
- > A Person involved in the transaction or business requiring the certification

The Trusted Referee must sight the original document and provide a written statement to the effect that the copy provided is a true and correct copy of the original which they have sighted, and where a photograph is included, represents your identity. Certification must include the name, occupation, signature of the Trusted Referee and the date of certification. Where possible the document should be stamped or sealed noting the authority of that person (i.e. Justice of the Peace stamp). The certification must be provided to us within 3 months of its dating.

### Example of certified driver licence



Must not be expired

### Required Certification statement for photographic document

I certify this to be a true and correct copy of the original, which I have sighted, and the photo represents a true likeness of the individual.

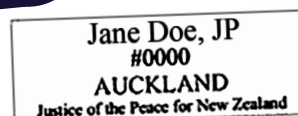
Name: Jane Doe

Occupation: Justice of the Peace

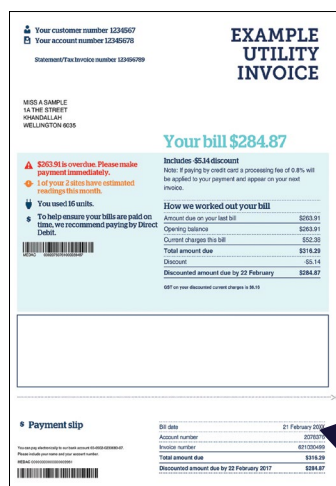
Signature: J Doe

Date: 20 03 20XX

Must be dated within the previous 3 months



### Example of certified address document



Must be dated within the previous 12 months

### Required Certification statement for non-photographic documents

I certify this to be a true and correct copy of the original document, which I have sighted.

Name: Jane Doe

Occupation: Justice of the Peace

Signature: J Doe

Date: 20 03 20XX

Must be dated within the previous 3 months



## Section 7: Declaration

### I declare and agree that:

1. I am applying to withdraw some or all of my Australian-sourced Funds from my SBS Wealth KiwiSaver Scheme account.
2. I am withdrawing my Australian-sourced Funds as I meet the following criteria: (please tick one)
  - ☐ I am aged 60 years or over and ended my employment after reaching age 60; or
  - ☐ I am aged 60 years or over and have retired at the date of this withdrawal request (this means you have stopped working in paid employment, and do not intend to be ever again in paid employment for 10 or more hours per week); or
  - ☐ I am aged 65 years or over.
3. I agree to release all claims that have been made by me on the Manager and/or Supervisor in relation to the SBS Wealth KiwiSaver Scheme.
4. I understand that my withdrawal value will or might 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 SBS Wealth KiwiSaver Scheme account including where applicable any associated costs for the telegraphic transfer of the withdrawal to be remitted in the currency of the country in which the account resides and is subject to the requirements of the trust deed and KiwiSaver Act.
5. The information provided by me in this form is true and correct. I acknowledge that the Manager and the Supervisor of the SBS Wealth KiwiSaver Scheme will rely on information provided in (or in connection with) this form and accordingly agree to indemnify them against and 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 by omission).
6. I understand that the Manager and/or Supervisor of the SBS Wealth KiwiSaver Scheme will not be able to complete its assessment of this application if the information given in this form is incomplete or incorrect.
7. I understand that the Manager and/or Supervisor of the SBS Wealth KiwiSaver Scheme may request additional information from me relating to this application.
8. I understand the information supplied by me with this application can be used to electronically verify my identity and address (where necessary) and may be disclosed for these purposes to third parties where relevant including a government agency or reliable, independent source.
9. I have read the privacy statement in this form.
10. I understand that once the Supervisor has received my withdrawal request, that request is irrevocable, whether it be by this form, a facsimile of this form, or any other means that may be acceptable to the Supervisor from time to time.

Your signature

Date