

## Holidays Act Compliance – Former Employees Back Pay Application Form

Print, complete, and email this form and any required supporting documents to [holidaysactquery@citycare.co.nz](mailto:holidaysactquery@citycare.co.nz)

<b>Full Name:</b> If your name has changed provide identification in your new name along with supporting documentation showing the name change (eg marriage certificate).	
<b>Postal Address:</b>	
<b>Approximate Dates of Employment:</b>	__ / __ to __ / __
<b>Email Address to be Used:</b>	
<b>IRD Number:</b>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<b>Tax Bracket:</b> To ensure we tax you at the correct level, indicate which tax bracket you are likely to sit in for this financial year (ending 31 March 2019).	<input type="checkbox"/> \$14,000 or less <input type="checkbox"/> \$14,001 to \$48,000 <input type="checkbox"/> \$48,001 to \$70,000 <input type="checkbox"/> Greater than \$70,001
<b>Tax Code:</b> If your tax code is different from the one we have on file you need to supply a new <a href="#">IR330</a> form (available on IRD website).	_____ Tax code changed? <input type="checkbox"/> Yes <input type="checkbox"/> No <b>If yes, IR330 included:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Kiwisaver:</b> If you have joined KiwiSaver since leaving Citycare you need to provide a <a href="#">KS2 KiwiSaver deduction form</a> (available on IRD website). We need to know if you are on a KiwiSaver holiday or no longer contribute to KiwiSaver.	Joined KiwiSaver since leaving Citycare? <input type="checkbox"/> Yes <input type="checkbox"/> No <b>If yes, KS2 included:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Do you currently contribute to KiwiSaver? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Bank Account:</b> For your back payment to be paid into a bank account, you need to provide us with photo ID, eg your driver licence, and a bank account statement/image with your name and account number on it.	<b>Photo ID included (eg driver licence):</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <b>Bank account details included:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Signature:</b>	

**Documents Attached:**     Bank statement/image     Photo ID     KS2 (if applicable)     IR330 (if applicable)     Marriage Certificate (if applicable)