

Residential Earthquake Prone Building Financial Assistance Scheme



APPLICATION FOR CONDITIONAL ELIGIBILITY APPROVAL

1. Owner details (these will be the borrowers under the loan)

Each person with an ownership interest in the property must be recorded as an Applicant and sign at the end of this form.

Q1. Is the property* held in trust?

- Yes – please specify: Name of trust, trustee names and which trustee(s) are independent.

Please complete the owner section with the details of the trustees if the property is held in trust. The beneficiary of the trust who resides at the property (for an owner-occupier) or previously resided at the property (for a former owner-occupier) is the “Applicant” for the purposes of the REPB Financial Assistance Scheme.

- No – The Owner(s) listed below will be considered the “Applicants” for the purposes of the REPB Financial Assistance Scheme.

* ‘Property’ refers to your unit. Unit Title Development refers to the building in which your property is located.

Owner 1

FIRST NAME _____ MIDDLE NAME(S) _____
SURNAME _____ DATE OF BIRTH _____
ADDRESS DETAILS _____

PREFERRED NAME _____
CONTACT DETAILS HOME _____ CELL _____
EMAIL _____

Owner 2

FIRST NAME _____ MIDDLE NAME(S) _____
SURNAME _____ DATE OF BIRTH _____
ADDRESS DETAILS _____

PREFERRED NAME _____
CONTACT DETAILS HOME _____ CELL _____
EMAIL _____

If there are any further owners, please include answers for the above details and attach these to this form.

Please provide a verified copy of each owner’s current passport or current New Zealand drivers license. To verify your passport or New Zealand drivers license, please see your lawyer.

If you answered ‘Yes’ to question 1, please provide a copy of the trust deed and all amendments to it, if any (including documentation relating to the retirement and appointment of trustees).

APPLICANTS

If you are applying as owner-occupier(s), answer question 2. If you are applying as former owner-occupier(s), answer question 3.

Q2. If you are applying as owner-occupier(s), do all of the owners named above currently live at the property?

- Yes
- No – please specify which owner(s) do not live at the property and, if the property is not owned by a trust, why not.

If you answered 'No' to question 2 above, please continue and answer question 4 below. If you answered, 'Yes', please provide a copy of a recent utility bill or similar for each owner to confirm proof of address, with this Application Form.

Q3. If you are applying as former owner-occupier(s), did all of the owner(s) named above previously live in the property?

- Yes
- No – please specify which owner(s) did not previously live at the property and, if the property is not owned by a trust, why not.

If you answered 'Yes' to question 3 above, please provide with this Application Form:

- a copy of a utility bill or similar for each Applicant from when the person lived in the property; and
- a copy of a utility bill or similar for each Applicant which shows their current address.

If you answered no to question 3 above, please continue and answer question 4 below.

Q4. If the property is owned by a trust, please provide details of the beneficiary of the trust who resides at the property or previously resided at the property.

FIRST NAME _____ MIDDLE NAME(S) _____

SURNAME _____ DATE OF BIRTH _____

ADDRESS DETAILS _____

PREFERRED NAME _____

CONTACT DETAILS HOME _____ CELL _____

EMAIL _____

SECONDARY BENEFICIARY

FIRST NAME _____ MIDDLE NAME(S) _____
SURNAME _____ DATE OF BIRTH _____
ADDRESS DETAILS _____

PREFERRED NAME _____
CONTACT DETAILS HOME _____ CELL _____
EMAIL _____

Please provide a verified copy of the Applicant's current passport or current New Zealand drivers license.
Please complete the rest of the form on the basis that you are the Applicant under the REPB Financial Assistance Scheme.

ALTERNATIVE CONTACT PERSON

Please provide us with a suitable alternative contact person should we be unable to get in touch with you.

FULL NAME _____
ADDRESS DETAILS _____

CONTACT DETAILS HOME _____ CELL _____
EMAIL _____

2. Property Details

OWNERSHIP DETAILS

Q5. Is your property a unit in a unit title development under the Unit Titles Act 2010?

Yes No – if not, specify what type of property it is (e.g. a company share, cross lease etc.)*.

Please provide a copy of the current record of title for the property when sending this Application Form back to us.

**If your property is not a unit title development under the Unit Titles Act 2010, we may need further information from you to progress your application. Not all questions in the Application Form will be applicable to your property and situation.*

Q6. What is the address of the property?

UNIT NUMBER _____ BUILDING NAME _____
STREET AND NUMBER _____
SUBURB _____ CITY _____ POSTCODE _____

Q7. Please specify the registered owners of the property as per the Record of Title

NAME(S) OF PROPERTY OWNER(S) _____

If the registered owners are different to the owner details provided above, please explain why this difference exists (e.g. out of date trustees).

Q8. Are the Applicant(s):

New Zealand Citizens

Please provide a certified copy of your New Zealand passport (unless already provided in respect of question 1 or question 4) or New Zealand citizenship certificate.

Ordinarily resident in New Zealand*

Please provide a certified copy of your passport or a certified copy of the letter from Immigration New Zealand confirming the visa status and an IRD Summary of Earnings or a signed Statutory Declaration.

An Overseas Person allowed under the *Overseas Investment Act 2005* (i.e. an Australian individual or a Singaporean individual as defined in the *Overseas Investment Regulations 2005*)

Please provide a certified copy of your passport.

none of the above (please provide further details)

* If you are a resident visa holder, you are considered to be "Ordinarily Resident in New Zealand" if you:

- have been living in New Zealand for at least the past 12 months; and
- have been in New Zealand for at least 183 days in total in the past 12 months; and
- are a tax resident in New Zealand, meaning that you meet the criteria above and you have a long-term connection to New Zealand (e.g. you have work or family ties to the country)

PROPERTY HISTORY AND CONDITION

Q9. Did the current owner(s) purchase the property before 1 July 2017?

Yes No

Note: if your trust owned the property before 1 July 2017, answer 'yes' notwithstanding subsequent changes in trustee(s).

If you answered no, did the current owner(s) purchase the property before the property was confirmed as earthquake-prone?

Yes No

Note: if your trust owned the property before the property was confirmed as earthquake-prone, answer 'yes' notwithstanding subsequent changes in trustee(s).

If you answered 'No', please specify why you are requesting the exercise of discretion to approve a property for inclusion in the Scheme when it is outside the purchase date requirements.

Please provide a copy of the Record of Title or a copy of Agreement for Sale and Purchase.

Q10. Has your Territorial Authority classified your property or the whole or part of the unit title development as earthquake prone?

Territorial Authorities classify buildings are earthquake prone by issuing an Earthquake Prone Building Notice.

Yes No

Please provide a copy of the Earthquake Prone Building notice.

SECURITY

Your loan will be secured by mortgage over the property.

Q11. Is the property title clear with no charges registered over the property (e.g. an existing mortgage)?

- Yes No

Q12. If you answered no to question 11 above, what money is owed and what charges exist over the property (i.e. mortgages, statutory land charges, other charges)?

Please specify the type of interest and the total amount owing per charge holder:

MORTGAGEE / CHARGE HOLDER NAME AND TYPE OF INTEREST: _____

TOTAL AMOUNT CURRENTLY OWING TO THAT MORTGAGEE / CHARGE HOLDER: \$ _____

TOTAL OF CREDIT LIMIT(S) AND LOAN AMOUNT(S) (IF NO CREDIT LIMIT) GRANTED BY THAT MORTGAGEE / CHARGE HOLDER: \$ _____

MORTGAGEE / CHARGE HOLDER NAME AND TYPE OF INTEREST: _____

TOTAL AMOUNT CURRENTLY OWING TO THAT MORTGAGEE / CHARGE HOLDER: \$ _____

TOTAL OF CREDIT LIMIT(S) AND LOAN AMOUNT(S) (IF NO CREDIT LIMIT) GRANTED BY THAT MORTGAGEE / CHARGE HOLDER: \$ _____

INSURANCE AND RATES

We require assurance that your property and the unit title development of which it forms part of are insured and will continue to be insured throughout the life of the loan

Q13. Does your Body Corporate have a current policy of building insurance for the unit title development?

- Yes – please provide a current insurance certificate.
- No – individual unit owners hold their own insurance policies for their units. If so, we may request evidence of insurance for your unit.
- No – neither the unit holders nor the Body Corporate hold a policy of insurance for the units or the unit title development. Go to question 16.

Q14A. Is the amount insured sufficient to reinstate your property or the unit title development?

- Yes – please specify provider insured with and sum insured.

PROVIDER _____ SUM INSURED \$ _____

- No

Q14(B). If you answered no, do you have (a) insurance against fire damage of an amount sufficient to reinstate your property or the unit title development, and (b) insurance against damage caused by natural disasters of at least the EQCover level?

Yes – please specify provider insured with and sum insured for the fire insurance.

PROVIDER _____ SUM INSURED \$ _____

No

Q14(C). If you answered yes to question 14(B) above, will the earthquake remediation works bring the property or the unit title development to a standard that would allow it to be insured on reasonable terms against earthquake risks?

Yes No

Q15. If your property is insured, are the relevant insurance premiums up to date?

Yes

No – please detail the amount owing (if known). \$ _____

Q16. Are you up to date with your rates payments?

Yes

No – please detail the amount owing (if known). \$ _____

Q17. Have you applied, or are you applying for, any rates deferrals?

Yes No

If you answered yes, please provide details and the amount below of the amount deferred: \$ _____

PROPERTY USE AND YOUR FUTURE PLANS

How you use and plan to use the property over the course of your loan will affect your repayment obligations.

Q18. Do you intend to reside at the property at the completion of remediation?

Yes No

For owner-occupier(s), loans must be repaid in full if you sell or move from the property. This does not apply to situations where you temporarily move out of the property while seismic strengthening/remediation works are being undertaken.

For former owner-occupier(s), you must sell or move into the property within 24 months of the property being removed from the earthquake-prone building register. Otherwise, you must repay the loan in full at the end of that 24 month period. If you move back in to the property, you will be treated as owner-occupiers from that time.

3. Declarations

PRIVACY STATEMENT

Use of my information

Kāinga Ora-Homes and Communities (Kāinga Ora) may collect and use the information provided in this form (and as provided separately by me or the parties described below) for the purposes of:

- assessing this application, including its consistency with the Scheme's requirements,
- verifying my identity,
- verifying my financial information and status,
- assessing and verifying the status of the affected property, including relevant property information and the extent and nature of any works proposed to be undertaken to the property,
- sending me and any other Applicant or owner loan documents and other information relevant to our relationship (including by email or other electronic form),
- administering any future loan with me and any other Applicant or owner,
- monitoring my compliance with the requirements of the Scheme and/or loan documents (including by reference to publicly available information about me),
- protecting and enforcing its rights in relation to its relationship with me and any other owner or Applicant,
- complying with any applicable laws and legal rules, and
- preventing fraud, money laundering and other criminal offences.

When my information can be shared

Kāinga Ora may share information it holds about me with other parties for the above purposes, including with:

- any other lender, secured party or guarantor in relation to the property,
- my bank, current or previous employer or other source of income, and/or any relevant government agency (usually to verify the information provided in this form),
- Infolog or a similar provider of publicly available information (to verify information provided by me, and assess if my circumstances have changed for the purpose of monitoring my compliance with the requirements of the Scheme and/or loan documents),
- debt collection agencies,
- persons that may be involved with the proposed work on the property, such as representatives of the property's Body Corporate, the property's insurer, the Territorial Authority, and any relevant builder, engineer, trades person and/or property valuer, and any agent nominated by me (or any other applicant), and
- the other Applicants or owners of the property (if any).

Kāinga Ora may contact and collect information about me directly from these parties to the extent relevant for the above purposes.

My privacy rights

Kāinga Ora will handle my personal information in accordance with the Privacy Act. I understand that I may request access to or correction of my personal information held by Kāinga Ora, and may complain to the Privacy Commissioner if I have concerns about the treatment of my personal information.

CONFIRMATION

By signing this form, each owner and each Applicant confirms that:

- I have read and understand the contents of this application form.
- I have read and understand the information accompanying this application form <https://kaingaora.govt.nz/working-with-us/residential-earthquake-prone-building-financial-assistance-scheme/>.
- I authorise Kāinga Ora to collect, use, and disclose my information as described in the Privacy Statement, including for the purpose of any checks to assess my eligibility for the proposed loan.
- All information provided by me in this form and separately to Kāinga Ora for the purpose of this application is complete, correct and not misleading or deceptive. I understand that my application may be declined and/or the loan withdrawn and repayment demanded if Kāinga Ora becomes aware that information provided by me is incorrect, misleading or deceptive.
- Kāinga Ora may email disclosures and other communications to me at my email address set out in section 1 of this Application Form (or use any other email address I provide Kāinga Ora from time to time).
- I will notify Kāinga Ora promptly if any information submitted as part of this application changes, for example I cease to be an owner-occupier of the property.

4. Further information

DOCUMENTS TO SUPPORT YOUR APPLICATION

Please attach to this application:

- Proof of your address in the form of a recent utility bill or similar for each applicant.
- For each applicant who is a former owner-occupier, evidence that, that person previously lived in the property in the form of a utility bill or similar from that time.
- Copy of the Record of Title for your property.
- A copy of the Agreement for Sale and Purchase from when the property was bought (if required by question 9).
- If the property is owned by a trust, a copy of the trust deed and all amendments to it, if any (including documentation relating to the retirement and appointment of trustees).
- A verified/certified (as applicable) copy of each applicant's passport or New Zealand drivers licence.
- If required and as applicable, a certified copy of your New Zealand citizenship certificate, or a certified copy of the letter from Immigration New Zealand confirming the applicant's visa status and an IRD Summary of Earnings or a signed Statutory Declaration.
- A copy of the Earthquake Prone Building Notice issued by your Territorial Authority.

If your conditional eligibility approval is successful, you will still need to complete an application for loan approval and meet our lending requirements before we can approve your loan.

We will be in touch after reviewing your application to discuss whether we need any additional information at this time.

Information we need at the later stages of the application process may include:

- Valuation of your property (current and future) from a registered valuer.
- Insurance certificates for the unit title development or your own property.
- Agreed works contract and a structural engineer's certificate certifying that the works, if completed in accordance with the consented plans, will result in the unit title development having an NBS rating of at least 100%.
- Evidence of the Body Corporate's intention to undertake strengthening works and apportion costs
- Bank statements for previous 3 months.
- Further information in relation to your property if your property is not a unit in a unit title development under the Unit Titles Act 2010.

SIGNATURES

Owner(s)

FIRST OWNER SIGNATURE

SECOND OWNER SIGNATURE

NAME

NAME

Occupant/Applicant(s)

FIRST OCCUPANT/APPLICANT SIGNATURE

SECOND OCCUPANT/APPLICANT SIGNATURE

NAME

NAME