

Residential Earthquake Prone Building Financial Assistance Scheme



APPLICATION FOR LOAN APPROVAL

APPLICANT NAME(S) _____

INSTRUCTIONS:

If any of the information provided in questions 1-8 of your Conditional Eligibility Application has changed since that application was submitted, please answer the corresponding questions(s) in this application.

If none of the information in questions 1-8 of your Conditional Eligibility Application has changed since that application was submitted, please start at question 9 of this application form.

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 owner(s) 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.

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 _____

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.

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)

SECURITY

Your loan will be secured by mortgage over the property.

Q9. Is the property title clear with no charges registered over the property (e.g. an existing mortgage)?

Yes No

Q10. If you answered no to question 9, 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: \$ _____

PROPERTY VALUATION

Please provide an estimate of the market value of the property. Note, a formal valuation of your property will also need to be completed by a registered valuer. We will request this information from you later in the assessment process.

Q11. What is the current estimated market value of the property?

CURRENT VALUE: \$ _____

LIKELY POST REMEDIATION VALUE: \$ _____

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

Q12. 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 15.

Q13(A). 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

Q13(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

If you answered yes to question 13(B), please also provide evidence that the owners / Body Corporate applied for full insurance cover and that the application was rejected or that the owners / Body Corporate determined that the insurance was too expensive.

Q13(C). If you answered ‘Yes’ to question 13(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

Q.14 If your property is insured, are the relevant insurance premiums up to date?

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

Q15. Are you up to date with your rates payments?

Yes No – please detail the amount owing. \$ _____

Q16. 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.

Q17. Do you intend to reside at the property at the completion of remediation?

Yes No

For owner-occupier(s), the loan 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. Works to be undertaken

Tell us more about the work that your Body Corporate is planning to do.

SEISMIC STRENGTHENING

Q18. What strengthening/remediation work is your Body Corporate planning to do, and how much is this expected to cost?

We understand that the information you provide in this form is likely to be indicative only and may be adjusted throughout the application process. Please list all expected direct retrofit costs associated with the works needed to achieve up to 100% of NBS seismic rating (e.g. engineering costs necessary to assess the works needed on the building, building and resource consent fees, quantity surveyor costs and any additional costs required by regulation (e.g. fire safety upgrades)).

DESCRIPTION OF WORK TYPE	EXPECTED COST

Note: Loans cannot cover personal costs (e.g. accommodation while the work is being carried out) or retrospective costs (e.g. for work already done) or anything that increases a building's capital or amenity value beyond the seismic work (e.g. the cost of adding balconies).

Q19. Does your Body Corporate have works insurance for the time it will take to complete the work?

To be eligible for a loan we need to know that the Body Corporate has insurance for the work you are going to do.

- Yes – please provide details.
- No – however the Body Corporate has indicated that it will take this out prior to works commencing.
- No – no information has been provided on this point.

Q20: Does your Body Corporate intend to charge a levy for remediation costs, prior to a works contract being finalised?

- Yes – please specify the amount of this advance payment \$_____
- No

4. Loan details

BORROWING DETAILS

Q21. Has your Body Corporate confirmed the amount of the levy that it will raise from unit owners to pay for the works required to strengthen / remediate the unit title development?

- Yes, levies have been finalised – please provide details.
- Yes, but only indicative estimates of levies have been provided – please provide details.
- No, the Body Corporate has not advised the amount of levies that will be payable by unit owners.

If currently available, please attach evidence of the finalised or indicative levies advised by the Body Corporate (e.g. emails, Body Corporate resolutions, Body Corporate meeting minutes).

Q22. How much do you plan to borrow from Kāinga Ora to pay your levies in order to allow the Body Corporate to strengthen/remediate the unit title development?

REQUESTED LOAN AMOUNT: \$ _____

Q23. Have you applied to borrow this amount from another lender?

- Yes, this application was declined.
- Yes, but the terms of the loan offer would cause significant financial hardship.
- Yes, but I would be required to sell the property after the remediation was complete.
- No.

Please provide a copy of the loan offer or decline from your lender and bank statements from the previous three months from each owner/applicant, for each transactional account where possible.

If the terms of the loan would cause significant financial hardship, please explain why, and provide:

- Income and expense information; and
- other loans and commitments including details of any other mortgage(s) (including current amount owing and current credit limits).

5. Further details

LAWYER'S NAME AND CONTACT DETAILS

As part of the loan process you will need legal advice in relation to your loan documents prior to signing the loan agreement and other related documents.

Please provide details of the lawyer that you would like us to send you loan documents to below:

LAWYER NAME _____

FIRM NAME _____

ADDRESS _____

EMAIL _____

CONTACT NUMBER _____

6. 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 loan 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.
- If my email address has been updated in this application, 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.

7. Further information

DOCUMENTS TO SUPPORT YOUR APPLICATION

Please attach to this application:

- Any updated evidence that has changed from questions 1-8 e.g. any further amendments to your trust deed.
- If the proof of address you previously provided us is over 12 months old, proof of your current address in the form of a recent utility bill or similar for each applicant.
- If the copy you previously provided us is over 12 months old, a verified/certified (as applicable) copy of each applicant's passport or New Zealand drivers licence.
- If the copy you previously provided us is over 12 months old and as applicable, a certified copy the letter from Immigration New Zealand confirming the applicant's visa status and an IRD Summary of Earnings or a signed Statutory Declaration.
- Evidence (if applicable) that the owners / Body Corporate have applied for full insurance cover and that the application was rejected or that the owners / Body Corporate determined that the insurance was too expensive.
- If available, evidence of the levies required by the Body Corporate to fund the proposed works.
- Correspondence from your lender with a copy of the loan offer or decline from your lender.

Documentation to support each applicant's statement of financial position (as per question 23).

Following review of your application, we may request the following information from you:

We will be in touch after reviewing your application to discuss what other information we need, which 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 34%.
- 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