

TEMP PAYROLL AUTHORITY FORM

To ensure prompt payment, please clearly complete all of the following in full.

Personal Information:

First Name:		Last Name:	
Email Address: (for payslips)			

Banking Information:

Bank No		Branch Number				Account Number						Suffix	

KiwiSaver Information:

Please answer **yes** or **no** to the following KiwiSaver criteria questions:

1.	Are you an existing KiwiSaver member?	<input type="checkbox"/>	Yes	Please ensure you complete a KS2 Form.
		<input type="checkbox"/>	No	Please answer questions 2 & 3 below.
2.	Are you between the ages of 18 & 65?	<input type="checkbox"/>	Yes	If you begin an assignment which exceeds 28 days, we are legally required to enrol you in KiwiSaver.
		<input type="checkbox"/>	No	You can join KiwiSaver at any time before you turn 65. You'll have to be a member for 5 years before you can get your money out.
3.	Are you a Citizen / Resident of NZ or Australia?	<input type="checkbox"/>	Yes	If you begin an assignment which exceeds 28 days, we are legally required to enrol you in KiwiSaver.
		<input type="checkbox"/>	No	You can't join KiwiSaver if you're holding a temporary, visitor, work or student permit.
<p>If you wish to opt out of KiwiSaver, you need to submit a KS10 - New employee opt-out request between weeks 2 and 8 of your assignment. Both the KS2 and KS10 forms are available at www.ird.govt.nz</p>				

By completing the details in this form, you authorise OCG Consulting Ltd to pay wages directly into the nominated bank account. The email address you provide will be used by OCG Consulting Ltd to send out your payslips.

Should you need to change any of these details, please contact accounts@ocg.co.nz

Signed:		Date:	
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