

PAYROLL DETAILS

OFFICE USE ONLY

☐

New

☐

Returning

Resman

PLEASE USE BLOCK CAPITALS

DATE: _____

NAME: _____

STREET: _____

SUBURB: _____

CITY & POST CODE: _____

EMAIL – FOR PAYSLEIPS: _____

IRD DETAILS:

TAX CODE: _____

PAYE:

☐

GST REGISTERED:

☐

IRD NUMBER: EITHER _____ - _____ - _____

Or _____ - _____ - _____

BANK ACCOUNT DETAILS:

BANK: _____

BRANCH: _____

BANK/BRANCH: _____ - _____

ACCOUNT NUMBER/SUFFIX: _____ - _____

IF POSSIBLE, PLEASE ATTACH A DEPOSIT SLIP

PAYSLEIPS:

Payslips are emailed weekly to your personal email address.

To access your payslip, choose an 8 digit date that will act as your “unlock code” (such as a birthday – however, the year must fall between 1920 - 1997)

____ / ____ / ____
d d / m m / y y y y

BIRTHDAYS

If you would like us to acknowledge your birthday – DOB: _____

PAYROLL DETAILS



ARE YOU ELIGIBLE TO JOIN KIWISAVER?

- | | | |
|---|------------------------------|-----------------------------|
| - Are you a NZ Citizen or entitled to be in NZ indefinitely ? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| - Do you normally live in New Zealand ? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| - Are you between 18 and 64 years old ? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

If you have answered **No to any of the above** - then you are **not eligible** to join KiwiSaver.

Are you currently a **KiwiSaver Member**? Yes ☐ No ☐

If **Yes**, please provide GBL with a KiwiSaver Deduction Form (KS2) or a valid Contributions Holiday Notice .

TEMP ASSIGNMENT SCENARIOS – FOR KIWISAVER ELIGIBLE TEMPS:

ASSIGNMENTS 4 WEEKS PLUS - Should you be placed in an assignment that is for more than 28 continuous days (4 weeks), you will be **automatically enrolled** in KiwiSaver.

MULTIPLE ASSIGNMENTS/EXTENSIONS – Should your assignment be extended or you have worked in various assignments whose combined length is 28 continuous days or more, you will be **automatically enrolled** as soon as practicable.

ASSIGNMENTS 4 WEEKS AND LESS - Should you be placed in an assignment of 28 continuous days or less, you are **not automatically enrolled**, but you **can opt in** to KiwiSaver.