

NZ Post Superannuation Plan

In-service withdrawal form

for members aged 65+

Use this form to apply for an in-service withdrawal. This option is only available to contributing members who are aged 65* or over. (Use the *Deferred benefit withdrawal form* if you're a deferred member and you want to make a partial or total withdrawal.)

* Based on qualifying age for New Zealand Superannuation and so subject to change.

About the in-service withdrawal

This benefit aims to help members maintain wellbeing and a sustainable financial position from age 65*. It's not an automatic benefit, and we must approve it. If we do, you can withdraw up to 10% of your standard accounts (different rules apply to withdrawals from CSF accounts). You can only make one withdrawal a year, and you must reapply each time (the year starts from the date your first in-service withdrawal was approved).

You need to have a specific and valid reason for withdrawing funds. Remember, it needs to be something that will improve your financial and general wellbeing. This might be (but is not limited to):

- topping up your income due to a change in employment arrangements
- retraining for a new career
- proactive health and wellbeing expenditure to help keep you at work.

On the other hand, we are unlikely to support applications to meet:

- the cost of funding other investments (such as starting a business)
- lifestyle expenditure (such as paying for a holiday)
- expenses for other family members (such as paying towards a grandchild's education)
- funeral expenses (although you may qualify for a hardship grant).

If you have a voluntary account

We suggest you use any voluntary savings you have in the Plan before applying for an in-service withdrawal. The application process is much easier. You just need to give us three months' notice in writing. You can do this using the *Voluntary account withdrawal form*. In some cases, the trustee may approve a payment earlier than three months if you have an urgent need for funds.

Step 1: Complete your personal details

You must be aged 65 or over to make an in-service withdrawal.

Title Mr Mrs Miss Surname	
First names	
Employee number	
Postal address	
Email	
Daytime phone or mobile	Best time to call
New Zealand Superannuation fortnightly payment \$	
Step 2: Let us know the details of the withdrawal	
Please tick	
I would like to make an in-service withdrawal of \$ mployer accounts) or % of my total accounts.	

- I must be aged 65 or over to choose this option
- I can only withdraw up to 10% of the balance of my account (sign in to your account at **www.superplan.co.nz** or call the helpline to find out your account balance)
- I can only make one in-service withdrawal each year (the year starts from the date your first in-service withdrawal was approved).

Step 3: Tell us the reason for the withdrawal		
Include evidence such as	quotes, evidence of course enrolment a	and/or medical certificates.
Bank account informatio	n	
Payments can be made to	a New Zealand bank account in your na	ame. Payments will not be made to business accounts, family
Loopfirm that I have	s of another person. provided a pre-printed bank encoded c	denosit slip or printed hank statement
I authorise New Zeala	and Post to provide employment details	s to the Plan relevant to my application such as evidence of
reduced hours, chan	ge in pay or lump-sum payments recei	ved from Post.
Your signature		Date D D M M Y Y Y
Please return this form to	FreePost 165572 NZ Post Superannuation Plan c/o Mercer PO Box 1849 Wellington 6140	Call 0800 NZP SAVE (0800 697 728 – choose option if you're not sure what information to provide or you would like to discuss your application before you submithis form.
Alternatively, you can scan nzpostsuper@mercer.com		