





## Photo Criteria

If you have existing Photo ID (see step 5a) you will need to write your name on the back of one of your photos.

If you do not have existing Photo ID (see step 5b) your Identifier must write your name, today's date and their signature on the back of one of the photos.

- Your photos need to be taken within the last 12 months.
- Must be in focus with no red-eye or reflected light on your face.
- The background must be plain and light, and with no shadows.
- It must be a full front view of your face and shoulders.
- You cannot wear dark glasses, sunglasses or headwear (except for religious or medical reasons).
- Your head must be centred with a clear gap around the sides, top and bottom of the head to allow us to print the card.
- Your photo must be printed on photo quality paper, in colour.
- 35mm x 45mm in dimension.
- No selfies.

## Your Details - Name

If either your first and middle names OR your surname are longer than 26 characters (including spaces and hyphens) you will need to confirm this in the Legal Name to be printed on your card section of Step 3.

We recommend you use your first name, the first letter(s) of your middle name(s) and your surname. If you need more information please go to the **How can I contact Kiwi Access** on page 1.

**If you have completed Step 5a please go to Step 7**  
**If you have completed Step 5b please complete Step 6**

## Step 6 – Identifier Statement

**This section must be completed by your Identifier, not you.**

Tick the boxes below to make sure you can be an Identifier:

- I hold a current NZ Passport, NZ Photo Driver Licence, 18+ Card or Kiwi Access Card
- The applicant is not related to me or part of my extended family group
- The applicant is not my spouse or partner
- We do not live at the same address
- I am 20 years old or over
- I can confirm the applicant is over 18 years old
- I have known the applicant for 12 months or more

Write your first and middle names

Write your surname or family name

Write your date of birth

Write your age

Identifier's name is not applicant  
 Identifier is over 20 years old

Write your address and contact details below:

Building name / Unit and / or house number

Street name

Suburb

City or town

Postcode

Contact phone number

Type of ID (tick one)  NZ Passport  NZ Photo Driver Licence  18+ Card or Kiwi Access Card

Write your ID number here

Write how many years you have known the applicant

I confirm that:

- I am 20 years old or over
- I have known the applicant for 12 months or more
- The information I have given is complete and correct to the best of my knowledge
- The person in the photo provided is the person named in step 3
- I have confirmed the name of the applicant, dated and signed a sticker, and applied it to the back of one of the photos provided. I have done this carefully to avoid damage to the photo.
- I understand that if I have provided false information I can by law be fined or imprisoned.

All Identifier fields completed  
 Sticker applied to back of photo with signature, date and name

*It is an offence against section 257 of the Sale and Supply of Alcohol Act to falsify information relating to the age or date of birth of the person to whom this document relates.*

Signature of identifier

Date

DD / MM / YYYY

## Special Terms and Conditions

- The terms and conditions in this application are valid on the day that this form is provided by Kiwi Access to a potential applicant. Beyond that, the terms and conditions in this application (including price) are potentially subject to change.
- If you change your address before your card has been sent to you, you must contact the Kiwi Access Helpdesk (for example, by emailing your new address details to [info@kiwiaccess.co.nz](mailto:info@kiwiaccess.co.nz)). We will do our best to ensure delivery to your new address. However, if your card has been dispatched and is on the way, you will need to contact NZ Post yourself to arrange a redirection. Please contact the Kiwi Access Helpdesk for your courier tracking information.
- If you haven't received your card, but NZ Post has marked as delivered, you will need to contact NZ Post yourself to follow up on your delivery. Please contact the Kiwi Access Helpdesk for your courier tracking information.
- If you haven't received your card after 10 business days, you must contact the Kiwi Access Helpdesk within 6 months of applying. After this time you will have to apply again, your card will not be reissued.
- If there is an issue with your card and we are at fault, we will endeavour to correct the issue and replace your card, provided you bring this to our attention within 6 months of the application date. If the fault was caused by incorrect information being provided by you at the time of applying, we are unable to reissue a new card and you will need to apply again.
- Kiwi Access has the right to decline an application for a Kiwi Access Card, including when the application is received more than 6 months after it was signed by the applicant.
- Kiwi Access has the right to contact the applicant's Identifier, to confirm the applicant's details.
- No refunds will be given.

## Step 7 - Privacy Acknowledgement (please read carefully and sign and date to confirm)

I have read and I agree to the Kiwi Access Card Privacy Statement referred to on Page 1, available at the Kiwi Access website at [www.kiwiaccess.co.nz/privacy-statement/](http://www.kiwiaccess.co.nz/privacy-statement/) or obtained from Kiwi Access (phone 04 381 9937, or email [info@kiwiaccess.co.nz](mailto:info@kiwiaccess.co.nz)).

### Sign & Date:

Signature of applicant

Date

DD / MM / YYYY

## Step 8 - Declaration by the applicant (please read carefully and sign and date to confirm)

I have read and agree to the conditions of this application, including the Special Terms and Conditions above.

I understand that if I have provided false information on my Kiwi Access Evidence of Age document I could be prosecuted (charges that could result in a fine or imprisonment).

I understand that it is an offence against section 257 of the Sale and Supply of Alcohol Act 2012 (with liability on conviction of a fine up to \$2000) to:

- misuse an evidence of age document, including selling, hiring or lending it to someone other than the cardholder;
- present a false evidence of age card, or someone else's evidence of age card, at a licensed premises; or
- falsify information on a genuine evidence of age document relating to the age or date of birth of the person to whom the document relates.

By signing this form, I declare that the information I have given is, to the best of my knowledge, true, complete and correct.

### Sign & Date:

Signature of applicant

Date

DD / MM / YYYY

## Checklist for the applicant

Applicant will need to take these with them when submitting the application:

- This completed application form.
- Your original Photo ID, OR your original identification document (this needs to be seen by the NZ Post Shop or AA but will not be sent with this application).
- Two passport sized photographs of yourself that meet all requirements in the Photo Criteria on page 3.
- \$60.
- Proof of valid delivery address.
- If you have changed your name, the original document showing your name change (see Step 3.)

### Store stamp

### Store use only

- Step 7 & 8 signed and dated
- Date of Declaration is within 6 months
- Attach copy of receipt to back page
- All applicable Store use checks are complete

**KIWI ACCESS**

