



# PROVIDING KIWISAVER FOR YOUR EMPLOYEES



# WHAT IS KIWISAVER?

KiwiSaver is a voluntary long term savings initiative to help New Zealanders prepare for their retirement. A number of unique incentives are offered to KiwiSaver members to help them save towards their retirement goals.

## KiwiSaver benefits for employees.

### Government contributions.

If a KiwiSaver member mainly lives in New Zealand and is aged 18 or over and contributing to KiwiSaver, the Government will contribute to their KiwiSaver account until the member turns 65.

Under current legislation, the Government contribution payable is 50 cents for each \$1 a KiwiSaver member contributes up to a maximum of \$521.43 each year. This works out to about \$10 a week. This means that if an eligible member contributes \$1,042.86 or more in the year 1 July to 30 June and is a member for the full year, the Government contribution paid to their KiwiSaver account for the year will be the maximum amount of \$521.43.

### Compulsory employer contributions.

For eligible KiwiSaver members, employers must make a contribution equal to 3% of each eligible employee's gross salary or wages to KiwiSaver. You will be required to calculate and deduct employer's superannuation contribution tax (ESCT) from that employer contribution.

### Saving for a first home.

If an employee is thinking about buying their first home (or if they qualify as a second chance home buyer), they may be eligible to withdraw all of their accumulated balance (except \$1000 and any amount transferred from an Australian complying superannuation scheme) after three years of membership (eligibility criteria apply).

## The role of employers with KiwiSaver.

As an employer you have an important role to play, including making KiwiSaver available to your employees, deducting contributions from employees' salaries or wages (where they are a member of a KiwiSaver Scheme) and paying those contributions together with your employer contributions to Inland Revenue. You may be asked questions about KiwiSaver by staff.

## We're here to help.

By choosing the Westpac KiwiSaver Scheme as your company's preferred KiwiSaver Scheme, we'll provide you with access to a nationwide Westpac KiwiSaver Scheme team, to help you play your role as an employer with KiwiSaver.

## Here's how we can help.

We're here to help you and your employees make the most of KiwiSaver. Here are some of the services we offer:

- Westpac One digital banking allows your staff to view their balance, track progress and change their settings as their goals change
- Our Westpac KiwiSaver Scheme team are available by phone, online or in branch nationwide to both you and your staff to help with any questions
- Financial advice from a Westpac Financial Adviser can be arranged for your employees by free appointment
- Presentations to your employees explaining how KiwiSaver works
- We'll provide you with KiwiSaver information packs and Westpac KiwiSaver Scheme Product Disclosure Statements.

## How is an employee allocated to a KiwiSaver scheme?

There are a number of ways that an employee can become a member of a KiwiSaver Scheme:

1. They can choose a KiwiSaver Scheme for themselves, and complete the relevant application form for that scheme
2. If they elect to join or are auto-enrolled into KiwiSaver and do not choose a scheme for themselves they can be placed in the employer's chosen scheme or to a default scheme
3. If you have not chosen a KiwiSaver Scheme for your employees and your employee (when auto-enrolled in or choosing to join KiwiSaver) does not select their own scheme, they will be allocated to one of the six default KiwiSaver Schemes by Inland Revenue.

It's important to know that an employee will always have the right to choose their own KiwiSaver Scheme at any time, which they can do by contacting the scheme provider directly.

## How can you choose the Westpac KiwiSaver Scheme?

Three simple steps are all it takes to get your business up and running with the Westpac KiwiSaver Scheme:

1. Complete and sign the Westpac KiwiSaver Scheme Employer Choice form attached at the back of this document and either email it to [kiwisaver\\_operations@westpac.co.nz](mailto:kiwisaver_operations@westpac.co.nz), post it to P O Box 6088 Victoria Street West, Auckland 1142 or return it to your nearest Westpac branch.
2. We'll inform Inland Revenue that you have chosen the Westpac KiwiSaver Scheme, and they will send you a confirmation letter
3. We'll send you a Westpac KiwiSaver Scheme pack, which contains easy to follow information for you and your staff.



For more information and to view the Westpac KiwiSaver Scheme Product Disclosure Statement, visit us in branch, on [westpac.co.nz/kiwisaver](https://westpac.co.nz/kiwisaver) or call us on **0508 972 254**.

### Westpac use only

Name

CRS number

Corporate number

Branch name

Branch number

# CHOOSING THE WESTPAC KIWISAVER SCHEME

To get your employees started with the Westpac KiwiSaver Scheme, please sign this form under section 47 of the KiwiSaver Act 2006. It is important that the information you provide is correct, so please ensure that you complete every part accurately.

BT Funds Management (NZ) Limited (BT) agrees to provide access to the Westpac KiwiSaver Scheme for your employees on the terms of the Deed and the Product Disclosure Statement (as amended or updated from time to time) for the Westpac KiwiSaver Scheme.

By signing this form, you agree to select the Westpac KiwiSaver Scheme as your preferred scheme for the purposes of s47 of the KiwiSaver Act 2006. You authorise BT to provide notice to the Commissioner of Inland Revenue (Inland Revenue) in accordance with section 47 (1)(b) of the KiwiSaver Act. Your choice of the Westpac KiwiSaver Scheme will be effective from the date that notice is accepted by the Inland Revenue.

You must verify the identity of each of your employees before they can join the Westpac KiwiSaver Scheme. You agree to provide each new employee with a copy of the Westpac KiwiSaver Scheme Product Disclosure Statement.

All you have to do now is confirm you agree to the terms by signing the form then return it to us.

We agree with and accept the terms of this form and authorise BT to provide notice to Inland Revenue.

We confirm:

Company

Address    NUMBER & STREET    SUBURB

TOWN/CITY    POSTCODE

Employer Payroll IRD number    No. of employees

## Authorised signatory 1

Signature

Print name    FIRST    MIDDLE    LAST

Title

Phone number    Email

## Authorised signatory 2

Signature

Print name    FIRST    MIDDLE    LAST

Title

Phone number    Email



BT Funds Management (NZ) Limited (BT) is the scheme provider and issuer. Westpac New Zealand Limited is the distributor and The New Zealand Guardian Trust Company Limited (NZGT) is the supervisor of the Westpac KiwiSaver Scheme.

Investments made in the Westpac KiwiSaver Scheme do not represent bank deposits or other liabilities of Westpac Banking Corporation ABN 33 007 457 141, Westpac New Zealand Limited or other members of the Westpac group of companies. They are subject to investment and other risks, including possible delays in payment of withdrawal amounts in some circumstances, and loss of investment value, including principal invested. None of BT Funds Management (NZ) Limited (as Manager), any member of the Westpac group of companies, The New Zealand Guardian Trust Company Limited (as Supervisor), or any director or nominee of any of those entities, or any other person guarantees the Westpac KiwiSaver Scheme's performance, returns or repayment of capital.

KiwiSaver incentives are determined by government policy and legislation and may change in the future.

The material contained in this document is provided for general information purposes only and is not a recommendation or opinion in relation to the Westpac KiwiSaver Scheme. You should not rely solely on information in this document. We recommend that you consult a Westpac Financial Adviser if you or your employees would like advice in relation to the Westpac KiwiSaver Scheme. Disclosure statements for Westpac Financial Advisers are available on request and free of charge from any Westpac Financial Adviser.

The information contained in this document is based on information current at the time of writing (11/11/2024) and sources BT believes to be accurate and reliable at that date. It is subject to changes in government policy and law, and changes to the Westpac KiwiSaver Scheme, from time to time.