

Complete this form to nominate someone as your agent to act on your behalf with Inland Revenue.

By nominating a person, you are appointing that person as your agent to do things such as make enquiries, complete forms, receive your statements, refunds and other correspondence and set up payment arrangements on your behalf. Having a nominated person as your agent allows Inland Revenue to talk to your agent about your tax affairs, but it doesn't change your obligations, and you remain responsible for your own tax affairs, so you need to make sure any returns or payments are made by the due date. You are also responsible for advising us if you wish to end a nominated person's authority.

Nominator's details

Only certain people can nominate on behalf of others.

- For **individuals**, these are holders of Power of Attorney in relation to property, Court order or NZ Probate form (a Certificate of non-revocation of Power of Attorney is not acceptable).
- For **non-individuals**, a nominated person must be appointed by a person or persons with the requisite authority to bind that entity. For example, a company director, all trustees of a trust or a trustee with the delegated authority from the other trustees to act on all of their behalf, an estate administrator, an executive office holder (e.g. president, chairperson, treasurer, secretary), a partner in a partnership or a general partner in a limited partnership.

Nominator's name

Nominator's IRD number Phone number
(8 digit numbers start in the second box. 1 2 3 4 5 6 7 8)

Postal address
(We need this information to validate the nomination)

Non-individuals Complete the next two fields if the nominating entity is a non-individual

Your Name

Your position

Nominee's details

Provide details of the person ('nominee' or 'nominated person') who will act on your behalf.

If the nominee is a non-individual, it must be a separate legal entity such as a company, government department or agency, or incorporated society.

Your nominee's name

Your nominee's IRD number Date of birth (if the nominee is an individual)
(if the nominee has one) Day Month Year

Your nominee's phone number

Your nominee's postal address

Non-individuals Complete if the nominating entity is a non-individual

Nominee's position

Show which accounts your nominee will act on your behalf for and how long they will act for

• Tick the appropriate circles

• complete dates you want your nominee to act on your behalf by completing the start date and end date boxes.

	<input type="radio"/> Working for Families Tax Credits	<table border="1" style="font-size: 8px; border-collapse: collapse;"> <tr> <th colspan="3">Start date</th> <th colspan="3">End date</th> </tr> <tr> <td style="width: 33px;">Day</td><td style="width: 33px;">Month</td><td style="width: 33px;">Year</td> <td style="width: 33px;">Day</td><td style="width: 33px;">Month</td><td style="width: 33px;">Year</td> </tr> <tr> <td><input style="width: 20px;" type="text"/></td><td><input style="width: 20px;" type="text"/></td><td><input style="width: 20px;" type="text"/></td> <td><input style="width: 20px;" type="text"/></td><td><input style="width: 20px;" type="text"/></td><td><input style="width: 20px;" type="text"/></td> </tr> </table>	Start date			End date			Day	Month	Year	Day	Month	Year	<input style="width: 20px;" type="text"/>					
Start date			End date																	
Day	Month	Year	Day	Month	Year															
<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>															
	<input type="radio"/> Goods and services tax	<table border="1" style="font-size: 8px; border-collapse: collapse;"> <tr> <th colspan="3">Start date</th> <th colspan="3">End date</th> </tr> <tr> <td style="width: 33px;">Day</td><td style="width: 33px;">Month</td><td style="width: 33px;">Year</td> <td style="width: 33px;">Day</td><td style="width: 33px;">Month</td><td style="width: 33px;">Year</td> </tr> <tr> <td><input style="width: 20px;" type="text"/></td><td><input style="width: 20px;" type="text"/></td><td><input style="width: 20px;" type="text"/></td> <td><input style="width: 20px;" type="text"/></td><td><input style="width: 20px;" type="text"/></td><td><input style="width: 20px;" type="text"/></td> </tr> </table>	Start date			End date			Day	Month	Year	Day	Month	Year	<input style="width: 20px;" type="text"/>					
Start date			End date																	
Day	Month	Year	Day	Month	Year															
<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>	<input style="width: 20px;" type="text"/>															

If you want them to act indefinitely leave the end date blank.

You can end a nominated person's authority any time through myIR, or by calling us on 0800 227 774 (individuals) or 0800 377 774 (business).

<input type="radio"/> Income tax	<input type="text"/>						
<input type="radio"/> PAYE	<input type="text"/>						
<input type="radio"/> Tax credit for donation	<input type="text"/>						
<input type="radio"/> Student loan	<input type="text"/>						
<input type="radio"/> KiwiSaver	<input type="text"/>						
<input type="radio"/> Fringe benefit tax	<input type="text"/>						
<input type="radio"/> Child support (excluding Administrative Reviews)	<input type="text"/>						
<input type="radio"/> Tick here if you want your nominee to receive your child support statements and correspondence							
<input type="radio"/> All (includes all tax types you are currently registered for as well as any you may registered for in the future)							
<input type="radio"/> Other	<input type="text"/>						
	(specify)						

Your nominee's name

(First name(s) and surname if an individual; name of legal entity if a non-individual)

Your nominee's IRD number

Your nominee's phone number

Your nominee's postal address

Show which accounts your nominee will act on your behalf for and how long they will act for

- Tick the appropriate circles
- complete dates you want your nominee to act on your behalf by completing the start date and end date boxes.

If you want them to act indefinitely leave the end date blank.

You can end a nominated person's authority any time through myIR, or by calling us on 0800 227 774 (individuals) or 0800 377 774 (business).

	Start date			End date		
	Day	Month	Year	Day	Month	Year
<input type="radio"/> Working for Families Tax Credits	<input type="text"/>					
<input type="radio"/> Goods and services tax	<input type="text"/>					
<input type="radio"/> Income tax	<input type="text"/>					
<input type="radio"/> PAYE	<input type="text"/>					
<input type="radio"/> Tax credit for donation	<input type="text"/>					
<input type="radio"/> Student loan	<input type="text"/>					
<input type="radio"/> KiwiSaver	<input type="text"/>					
<input type="radio"/> Fringe benefit tax	<input type="text"/>					
<input type="radio"/> Child support (excluding Administrative Reviews)	<input type="text"/>					
<input type="radio"/> Tick here if you want your nominee to receive your child support statements and correspondence						
<input type="radio"/> All (includes all tax types you are currently registered for as well as any you may registered for in the future)						
<input type="radio"/> Other	<input type="text"/>					
	(specify)					

- Tick the appropriate circles

Declaration
I have the organisation's authority to add a nominated person/party to act on their behalf as an agent. To the best of my knowledge, the information being submitted is true and correct.

Authorisation
I understand that I am authorising someone to act on my behalf as my agent.

Your signature

Date

Send your completed form to Inland Revenue, PO Box 39010, Wellington Mail Centre, Lower Hutt 5045.