



Dear Investor,

You will find the application forms at the back of the Investment statement on pg. 21

Instructions for Completing an ING KiwiSaver Form **for Employees:**

- Tick no (unless you are already investing with ING, if so add your Investor number)
- Fill in your full name, date of birth, your IRD number and tax rate.
- Your postal address and physical address (if different from postal)
- Your email address and phone numbers
- Over the page: Complete your employers details including their IRD number & payroll clerk contact details
- On the next page: Choose appropriate fund to invest in (or tick "Lifetimes Option", if you want your investment to automatically adjust as you get closer to retirement)
- Tick contributions of 4% or 8% paid/deducted by your employer
- On the next page: Sign & date form where indicated

Return the completed forms with a copy of identification (e.g. passport, driver's or firearms license) and proof of address (e.g. bank statement or utility bill) to our office.

Postal address:
PO Box 8010
Kensington
Whangarei 0145

or hand deliver to: Physical Address:
1B Kensington Avenue
Inside Northland Real Estate
Kensington, Whangarei

Instructions for starting deductions from your wages:

- You will also need to complete & give your employer a completed & signed "KS2" form (see enclosed) indicating whether you want to make 4% or 8% contributions.
- Please note: if you have more than one employer, you should complete one form for each employer & when complete, hand to the person who prepares the payroll.

If you have any further questions please call our office.

Kind regards,

F Peterken

Fenton Peterken
Capricorn Financial Services