

# Childcare Assistance application form



MINISTRY OF SOCIAL  
DEVELOPMENT  
TE MANATŪ WHAKAHIATO ORA

Use this application to apply for:

- **Childcare Subsidy** – Payments that help families with the cost of pre-school childcare. This can also include a home-based educator top-up fee.
- **OSCAR Subsidy** – Payments for children who are at school and are under 14 years (or under 18 if you get a Child Disability Allowance for them).

If you need more information go to [workandincome.govt.nz/childcare](https://workandincome.govt.nz/childcare) or call us on **0800 559 009**.

We suggest you read these instructions before you fill in the application, so you get a feel for what's needed.

## Support we can give parents and caregivers

Work and Income may be able to help with assistance towards childcare costs if:

- you're the main caregiver of the child, and
- your family is on a low or middle income, and
- you're a New Zealand citizen or permanent resident, and
- your child has at least three hours of care a week.

The childcare assistance available to you will depend on your individual situation and the type of childcare your child is enrolled in.

If you have pre-school children aged 3 and over, they may be able to get up to 20 hours a week of early childhood education (20 Hours ECE) funded by the Government. It will depend on the type of childcare service your child attends and whether they offer 20 Hours ECE.

If you're getting charged a top-up fee from a home-based educator as part of your 20 Hours ECE, we may be able to cover all or some of this cost.

## Apply now - before your child starts the programme.

So you can get a subsidy from the day your child starts the programme, you need to apply **before** your child's first day. This is especially important for school holidays.



# How we protect your privacy



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## Collecting your information

**We collect your personal information, so we can provide income support, NZ Super or Veteran's Pension, Student Allowance, or Loans and connect you with employment, education and housing services. We do this under various Acts, which are all listed on our website at [workandincome.govt.nz/privacy](https://workandincome.govt.nz/privacy)**

- To help us do this, we collect information about your identity, your relevant history, and your eligibility for our services.
- We get this information directly from you, and we sometimes collect information about you from others, including other government agencies.
- You can choose not to give us your personal information, but we might not be able to help you if you don't.

## Using your information

**We use the information you give us to make decisions about the best way to help you.**

- These decisions may be about:
  - whether you're eligible for our services
  - running our operations and ensuring our services are effective
  - the services we'll provide in the future.

## Sharing your information

**Sometimes, we need to share your information outside our Ministry to reach our goal of helping New Zealanders to be safe, strong, and independent.**

- To do this, we may share your information with:
  - prospective employers to help you find work
  - contracted service providers that help us to help you
  - health providers if we need your medical information to assess your eligibility
  - other government agencies when we have an agreement with them
  - some other governments if you may be eligible to get or are getting an overseas pension.
- We also share personal information when the law says we have to.

## Respecting you and your information

**We make sure we follow the Privacy Act to do what's right when we use your information.**

- We treat you and your information with respect, by acting responsibly and being ethical.
- We make sure any technology we use meets strict security standards so it keeps your information safe.

## Get in touch if you have a question

**You have a right to ask to see your personal information, and to ask for it to be corrected if it's wrong.**

- If you have a question or a complaint, please get in touch.
- You can find full details about what we do with personal information in our privacy notice at: [workandincome.govt.nz/privacy](https://workandincome.govt.nz/privacy)

# Childcare Assistance applicant's form



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In the applicant form, 'you', 'your', and 'yourself' means the person applying for Childcare Assistance.

If we say 'your partner' this only applies to you if you have one.

## Tell us about yourself

Client number

It's on your Community Services Card, or if you've applied for support from StudyLink or Work and Income before it's on a letter from us.

### Tell us the names you've been known by

1

#### What is your full name?

Mr  Mrs  Ms  Miss Other

First and middle names

Surname or family name

2

#### Is the name on your birth certificate the same as above?

No   Yes

First and middle names

Surname or family name

3

#### Have you ever been known by any other name?

No  Yes

1.

2.

4

#### What name would you like us to call you?

The name I wrote in Question 1  The name I wrote in Question 2

Other

**ATTACHMENT FOR Q1:**  
Bring proof of who you are. What you need to bring is explained on page 4.

**HOW TO ANSWER Q3:**  
For example, have you had married names, English names, changes by deed poll, or aliases?

**ATTACHMENT FOR Q3:**  
Bring your marriage certificate, deed poll, or other proof of any name change.

## Tell us your ethnicity

12

**INFORMATION FOR Q12:**  
We collect this information for statistics we use in research and future development work.

Tick the group(s) you most identify with.

Māori → Which tribe(s) or iwi?

New Zealand European  Niuean  Samoan  Indian

Other European  Tokelauan  Tongan  Chinese

Cook Island Māori  Other ↓ If other, write below  Don't want to answer

## Tell us about your residence status

13

Do you usually live in New Zealand?

No  Yes

14

What best describes your residence status in New Zealand? Tick only one box.

New Zealand citizen by birth [Go to question 17](#)

Granted New Zealand citizenship → Date citizenship granted  Day  Month  Year

[Go to question 15](#)

Granted permanent residency → Date permanent residence granted  Day  Month  Year

[Go to question 15](#)

Other ↓ If other, what is your residence status?

15

When did you arrive in New Zealand?

Day  Month  Year

16

What country were you born in?

**HOW TO ANSWER Q18:**

'Self-contained' means there is a kitchen or a kitchenette and a bathroom. If it's a caravan or campervan it needs to have facilities for:

- day-to-day living
- sleeping
- preparing and cooking food.

It must also have a:

- Sink
- Toilet

**HOW TO ANSWER Q18:**

The floor area for the whole home can be found by looking up the address on [qv.co.nz](http://qv.co.nz)

**Person 2**

Full name of renter or boarder \_\_\_\_\_

Date of birth    /    / \_\_\_\_\_

Phone number    (    ) \_\_\_\_\_

Email address \_\_\_\_\_

Do they pay you rent or board?     Rent     Board

How much do they pay?    \$ \_\_\_\_\_    How often? \_\_\_\_\_

When did they start paying?    /    / \_\_\_\_\_

Does this person live in a self-contained part of the property?

No    **Go to next person or question 19**

Yes    **↓ What is the floor area of the self-contained part of property?**

Length of the space (in metres)	Multiply	Width of the space (in metres)	Equals	Floor area (in metres <sup>2</sup> )
<input type="text" value="."/>	×	<input type="text" value="."/>	=	<input type="text" value="."/>

What is the total floor area of the whole property?   

 metres<sup>2</sup>

**Person 3**

Full name of renter or boarder \_\_\_\_\_

Date of birth    /    / \_\_\_\_\_

Phone number    (    ) \_\_\_\_\_

Email address \_\_\_\_\_

Do they pay you rent or board?     Rent     Board

How much do they pay?    \$ \_\_\_\_\_    How often? \_\_\_\_\_

When did they start paying?    /    / \_\_\_\_\_

Does this person live in a self-contained part of the property?

No    **Go to next person or question 19**

Yes    **↓ What is the floor area of the self-contained part of property?**

Length of the space (in metres)	Multiply	Width of the space (in metres)	Equals	Floor area (in metres <sup>2</sup> )
<input type="text" value="."/>	×	<input type="text" value="."/>	=	<input type="text" value="."/>

What is the total floor area of the whole property?   

 metres<sup>2</sup>

**Person 4**

Full name of renter or boarder \_\_\_\_\_

Date of birth    /    / \_\_\_\_\_

Phone number    (    ) \_\_\_\_\_

Email address \_\_\_\_\_

Do they pay you rent or board?     Rent     Board

How much do they pay?    \$ \_\_\_\_\_    How often? \_\_\_\_\_

When did they start paying?    /    / \_\_\_\_\_

Does this person live in a self-contained part of the property?

No    **Go to question 19**

Yes    **↓ What is the floor area of the self-contained part of property?**

Length of the space (in metres)	Multiply	Width of the space (in metres)	Equals	Floor area (in metres <sup>2</sup> )
<input type="text" value="."/>	×	<input type="text" value="."/>	=	<input type="text" value="."/>

What is the total floor area of the whole property?   

 metres<sup>2</sup>
**ATTACHMENT FOR Q18:**

If more than 4 other people live at your address, please write these details about each one on a separate sheet of paper, and bring them with this application form.

## Tell us about board costs

### 25 INFORMATION FOR Q25:

By board we mean the amount you pay for your accommodation where it includes food costs and may also include other costs like electricity.

### 26 HOW TO ANSWER Q25:

For example, food, electricity, telephone.

### ATTACHMENT FOR Q26:

You may need to show proof of what you pay for board.

### 27 INFORMATION FOR Q27:

If your landlord gets a benefit or pension from us, we may need to contact them. We need this information so we can correctly identify them.

25

### Do you pay board?

No

**Go to question 28**

Yes



**If yes, tell us what costs your board includes**

26

### What is the total amount of board you pay for you and your family?

27

### Tell us about the person or organisation you pay board to:

Person's or organisation's full name

Person's or organisation's contact details

Address		
Phone number	(	)
Email		

If paid to a person, what is their date of birth (if known)?

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Tell us about home ownership costs

### 28 HOW TO ANSWER Q29:

Only include mortgages you used to buy or alter your home. Include both interest and principal.

List any other mortgages such as a second mortgage or revolving mortgage.

Don't include contents insurance.

### ATTACHMENT FOR Q29:

You'll need to show proof of your home ownership costs.

### ATTACHMENT FOR Q30:

Bring receipts for any repair and maintenance costs.

### ATTACHMENT FOR Q31:

You'll need to show proof of your rates rebate.

28

### Do you own the home you live in?

No

**Go to question 32**

Yes

29

### What are your home ownership costs?

	Who do you pay?	How much do you pay?	How often do you make the payment (such as weekly, monthly or yearly)?
First mortgage		\$	
Other mortgage		\$	
House insurance		\$	
Mortgage insurance		\$	
Rates		\$	
Ground lease		\$	
Water rates		\$	
Body corporate fees		\$	

30

### Did you have to pay for repairs and maintenance to your home in the last 12 months?

No

Yes



**Please write the total amount**

\$

31

### Have you received a rates rebate in the last 52 weeks?

No

Yes

Amount

\$

Rating year 1 July

20

to 30 June

20

39

What is the name of your course?

40

Is the course NZQA accredited?

No  Yes

41

What are the start and finish dates of the course?

Start date			Finish date		
Day	Month	Year	Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

42

How many hours a week do you spend at your course?

43

How many hours a week do you spend on other study?

44

How many hours a week do you spend travelling from the childcare service to your course and returning?

### Tell us about your activities

45

Are you doing activities arranged for you by Work and Income?

No   Yes

46

What type of activities are you doing?

47

How many hours a week do you spend at that activity?

48

How many hours a week do you spend travelling from the childcare service to your activity and returning?

### Other reasons for childcare

49

Are you applying for childcare assistance because of medical reasons?

No  Yes

50

How many hours a week do you need childcare?

#### ATTACHMENT FOR Q49 AND 50:

You'll need to provide proof from a health practitioner of the childcare that's required and how long you need it for.

**HOW TO ANSWER Q52:**

How often do you expect the payment, such as weekly, fortnightly, monthly, one-off.

The types of income you need to include here are listed on page 13.

52

**Did you answer 'yes' or 'jointly with partner' to any of the sources of income listed in question 51?**

No  Yes

**↓ If yes, write the details below. Tell us the before-tax amounts**

Where will the payment come from?	Payment made to?		How often do you expect the payment?
	You	Jointly with partner	
	\$	\$	
	\$	\$	
	\$	\$	

**HOW TO ANSWER Q53:**

Other types of payment include advantages such as free or subsidised goods and services (for example, free food, subsidised accommodation).

53

**Will you get other types of payment apart from money in the next 52 weeks?**

No  Yes

**↓ If yes, please tell us about the type of payment and its value**

Type of payment	Where will it come from?	Its value
		\$
		\$
		\$

**INFORMATION FOR Q55:**

For example a room you use as an office.

54

**Do you run your own business?**

No  Yes

**Go to question 57**

**HOW TO ANSWER Q56:**

If you don't know the exact amount please estimate it, based on the percentage of your home used for the business. Talk with us if you're not sure.

55

**Do you claim back part of the home you live in as a business expense from Inland Revenue at the end of each tax year?**

No  Yes

**Go to question 57**

56

**What is the amount you claim back from Inland Revenue?**

\$

**Other rent payments**

**HOW TO ANSWER Q57:**

For example:

- a person pays you to use your garage to park their car in each week
- an organisation rents a bedroom they use as an office.

57

**Do you rent out some of your residence (not used for accommodation purposes) to another person or organisation?**

No  Yes

**Go to question 62**

58

**What is the space they rent?**

59

**What is the floor area of the space they use?**

Length of the space (in metres)	Multiply	Width of the space (in metres)	Equals	Floor area (in metres <sup>2</sup> )
<input type="text"/>	×	<input type="text"/>	=	<input type="text"/>

**HOW TO ANSWER Q59:**

For example a bedroom or garage.

60

**What is the total floor area of the whole property?**

metres<sup>2</sup>

**HOW TO ANSWER Q60:**

The floor area for the whole home can be found by looking up the address on [qv.co.nz](http://qv.co.nz)

61

**How much do they pay you?**

Amount	How often (eg weekly)?	Start date of payment
\$ <input type="text"/>	<input type="text"/>	/ / <input type="text"/>

If you have pre-school children aged 3 and over, they may be able to get up to 20 hours of early childhood education (20 Hours ECE). It will depend on the type of childcare service your child attends and what they offer.

**Which children receive 20 Hours ECE from any childcare service?**

None of my children

**Child 1** Full name

	Provider 1	Provider 2
Which childcare service does the child get up to 20 Hours ECE from?	<input type="text"/>	<input type="text"/>
How many hours of 20 Hours ECE do you get each week in total?	<input type="text"/>	<input type="text"/>
What date did the 20 Hours ECE start?	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>

**Child 2** Full name

	Provider 1	Provider 2
Which childcare service does the child get up to 20 Hours ECE from?	<input type="text"/>	<input type="text"/>
How many hours of 20 Hours ECE do you get each week in total?	<input type="text"/>	<input type="text"/>
What date did the 20 Hours ECE start?	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>

**Child 3** Full name

	Provider 1	Provider 2
Which childcare service does the child get up to 20 Hours ECE from?	<input type="text"/>	<input type="text"/>
How many hours of 20 Hours ECE do you get each week in total?	<input type="text"/>	<input type="text"/>
What date did the 20 Hours ECE start?	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>

**Child 4** Full name

	Provider 1	Provider 2
Which childcare service does the child get up to 20 Hours ECE from?	<input type="text"/>	<input type="text"/>
How many hours of 20 Hours ECE do you get each week in total?	<input type="text"/>	<input type="text"/>
What date did the 20 Hours ECE start?	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>

**Child 5** Full name

	Provider 1	Provider 2
Which childcare service does the child get up to 20 Hours ECE from?	<input type="text"/>	<input type="text"/>
How many hours of 20 Hours ECE do you get each week in total?	<input type="text"/>	<input type="text"/>
What date did the 20 Hours ECE start?	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>

# Tell us about your relationship status

## Definition of a relationship for benefit purposes

Whether people are single or a couple affects eligibility for certain income assistance and the rate at which we can pay that assistance.

When we decide your entitlement to income assistance, we'll consider you to be in a relationship if you're married, in a civil union, or in a de facto relationship, and have a degree of companionship.

By degree of companionship, we mean two people:

- are committed to each other emotionally for the foreseeable future, *and*
- are financially interdependent.

To give you a better idea of what we mean by this, think about whether your relationship includes some of the things below:

- you live together at the same address most of the time
- you share responsibilities, for example bringing up children (if any)
- you socialise and holiday together
- you share money, bank accounts or credit cards
- you share household bills
- you have a sexual relationship
- people think of you as a couple
- you give each other emotional support and companionship.

### HOW TO ANSWER Q66:

Tick this statement to confirm you understand the definition of a relationship for benefit purposes.

If you don't understand what we mean by a relationship please talk with us.

66

## Do you understand our definition of a relationship?

I understand the definition of a relationship for benefit purposes

67

## Do you have a partner?

By 'partner' we mean someone you're in a relationship with. If you're not sure, please talk to us.

No

[Go to page 20](#)

Yes

Your partner needs to complete the Partner form on page 21.

68

## What is your partner's full name?

69

## What date was your partner born?

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

### ATTACHMENT FOR Q70:

Bring your marriage or civil union certificate for your current relationship.

70

## What is your relationship status with your partner?

↓ Please tick one of the following boxes

Married

In a civil union

In a relationship

# Childcare Assistance partner's form



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## Tell us about yourself

Client number

It's on your Community Services Card, or if you've applied for support from StudyLink or Work and Income before it's on a letter from us.

### Tell us the names you've been known by

1

#### What is your full name?

Mr    Mrs    Ms    Miss   Other

First and middle names

Surname or family name

#### ATTACHMENT FOR Q1:

Bring proof of who you are. What you need to bring is explained on page 4.

2

#### Is the name on your birth certificate the same as above?

No       Yes

First and middle names

Surname or family name

#### HOW TO ANSWER Q3:

For example, have you had married names, English names, changes by deed poll, or aliases?

3

#### Have you ever been known by any other name?

No    Yes  

1.

2.

#### ATTACHMENT FOR Q3:

Bring your marriage certificate, deed poll, or other proof of any name change.

4

#### What name would you like us to call you?

The name I wrote in Question 1    The name I wrote in Question 2

Other

## Tell us your ethnicity

12

**INFORMATION FOR Q12:**  
We collect this information for statistics we use in research and future development work.

**Tick the group(s) you most identify with.**

Māori → **Which tribe(s) or iwi?**

New Zealand European     Niuean     Samoan     Indian

Other European     Tokelauan     Tongan     Chinese

Cook Island Māori     Other ↓ **If other, write below**     Don't want to answer

## Tell us about your residence status

13

**Do you usually live in New Zealand?**

No     Yes

14

**What best describes your residence status in New Zealand?** Tick only one box.

New Zealand citizen by birth    **Go to question 17**

Granted New Zealand citizenship    → **Date citizenship granted**     Day     Month     Year

**Go to question 16**

Granted permanent residency    → **Date permanent residence granted**     Day     Month     Year

**Go to question 16**

Other    ↓ **If other, what is your residence status?**

15

**When did you arrive in New Zealand?**

Day     Month     Year

16

**What country were you born in?**

24

What is the name of your course?

25

Is the course NZQA accredited?

No  Yes

26

What are the start and finish dates of the course?

Start date			Finish date		
Day	Month	Year	Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

27

How many hours a week do you spend at your course?

28

How many hours a week do you spend on other study?

29

How many hours a week do you spend travelling from the childcare service to your course and returning?

### Tell us about your activities

30

Are you doing activities arranged for you by Work and Income?

No   Yes

31

What type of activities are you doing?

32

How many hours a week do you spend at that activity?

33

How many hours a week do you spend travelling from the childcare service to your activity and returning?

### Other reasons for childcare

34

Are you applying for childcare assistance because of medical reasons?

No  Yes

35

How many hours a week do you need childcare?

#### ATTACHMENT FOR Q34 AND 35:

You'll need to provide proof from a health practitioner of the childcare that's required and how long you need it for.

**HOW TO ANSWER Q37:**

How often do you expect the payment, such as weekly, fortnightly, monthly, one-off.

The types of income you need to include here are listed on page 26.

**37**

**Did you answer 'yes' or 'jointly with partner' to any of the sources of income listed in question 36?**

No  Yes

**↓ If yes, write the details below. Tell us the before-tax amounts**

Where will the payment come from?	Payment made to?		How often do you expect the payment?
	You	Jointly with partner	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	

**HOW TO ANSWER Q38:**

Other types of payment include advantages such as free or subsidised goods and services (for example, free food, subsidised accommodation).

**38**

**Will you get other types of payment apart from money in the next 52 weeks?**

No  Yes

**↓ If yes, please tell us about the type of payment and its value**

Type of payment	Where will it come from?	Its value
		\$
		\$
		\$
		\$
		\$

# Childcare Service/OSCAR Programme supervisor's form



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The information is required under section 298 of the Social Security Act 2018.

## Keep this application moving

So the subsidy can start from the day the child starts the programme, we need the application before the child's first day. This is especially important for school holidays.

### Childcare service/OSCAR programme details

1

What is the name of your childcare service/OSCAR programme?

El Rancho Winter Kids Camp 2026

2

What is your Work and Income childcare service/OSCAR provider number?

900 | 049 | 641

3

What are your organisation's contact details?

Work phone	(04) 902 6287
Mobile phone	( - )
Email	programmeinfo@elrancho.co.nz

4

Does your childcare service offer 20 Hours ECE?

No  Yes

5

Do you charge a holding or absence fee?

No  Yes

6

Please provide details of the care for each child.

Child 1

Full name

Care start date			20 Hours ECE start date (if applicable)			Top-up fee start date (if applicable)		
Day	Month	Year	Day	Month	Year	Day	Month	Year
06	07	2026						

Enrolment times	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Enrolled hours	School holiday programme						
ECE hours used (if applicable)							

Type of childcare	Childcare provider	Home-based	OSCAR provider
Total hours each week			32.5
ECE top-up fee charged to caregiver per hour		\$	
Total weekly fee charged to caregiver (don't include ECE)	\$	\$	\$ 199

OSCAR care period end date 09 / 07 / 2026

**INFORMATION FOR Q4:**  
If you offer 20 Hours ECE you can't charge a fee for those hours unless you're a home-based educator and charge a top-up fee.

**HOW TO ANSWER Q6:**  
Please tell us your fee **after** you've applied any discount but **before** any Work and Income subsidy is applied.  
The Childcare Subsidy can't be used for donations or optional charges, but can be used for the top-up fee.

**INFORMATION FOR Q6:**  
Where we say ECE in this question we mean 20 Hours ECE.