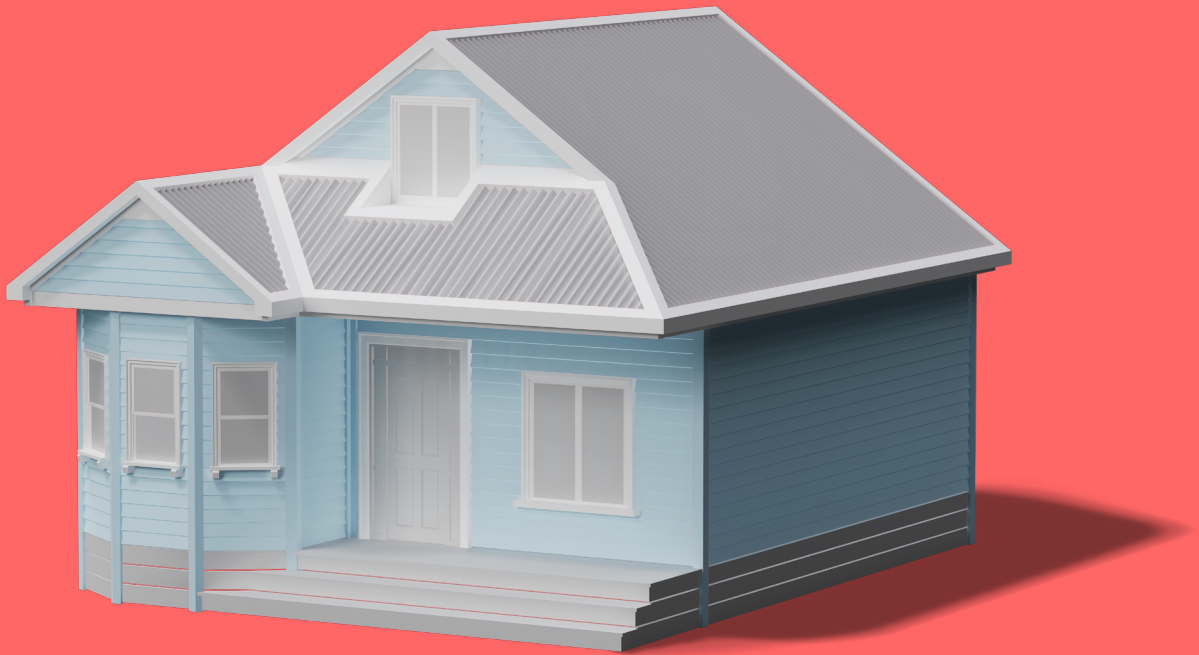


Buying your first home with mysuper

A guide to making a first or 'second-chance' homebuyer withdrawal



Issued by Shamrock Superannuation Limited (**Shamrock**)

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It is recommended you seek advice from a financial adviser which takes into account your individual circumstances before you acquire a financial product.

Buying your first home?

Buying your first home, or land to build your first home on, is an exciting step, but it can also seem a bit overwhelming.

Owning your home is a big part of our Kiwi lifestyle. The difficulty is saving enough to make it happen.

mysuper is not only designed to help you save for your retirement, but can also help you buy your first home if you've chosen one of our locked account structures (Part Locked or Locked¹).

We have prepared this guide to help you through the 'ins and outs' of using your **mysuper** account to help purchase your first home. We hope that you find it useful.

Fancy a chat?

If you have any questions, please contact us at hello@mysuper.co.nz

How can **mysuper** help you buy your first home?

mysuper has two great features to help make your goal of owning your own home a reality.

- 1** You can apply for a first or 'second-chance' homebuyer withdrawal from your **mysuper** account when you make locked contributions.
- 2** You may be eligible for a First Home Grant from Kāinga Ora (formerly Housing New Zealand).

Over the following pages you can find out how these features work, whether or not you are eligible, what you can withdraw, and how to apply.

¹ Visit mysuper.co.nz/how-we-work/account-plans to learn about these two account plans and the rules that apply.

01 First or 'second-chance' homebuyer withdrawal

How can my**super** help you?

Are you eligible?

Your my**super** locked retirement savings can be used to buy your first home or buy land to build your first home on.



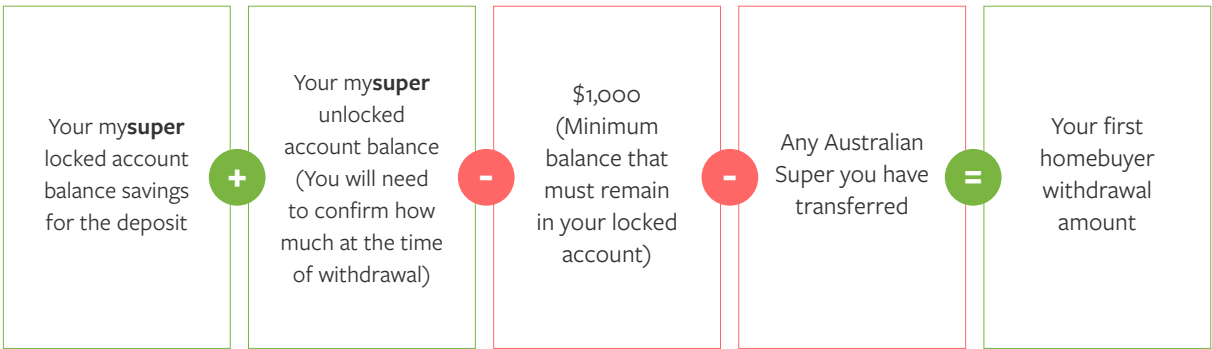
What can you withdraw?

If you're eligible, you can apply to withdraw the total amount of your **mysuper** locked account balance, the total amount of your **mysuper** unlocked account balance (your lawyer can do this on your behalf when they complete the application form), except for \$1,000 and any amount transferred from an Australian complying superannuation scheme.



IMPORTANT!

If you have lived overseas at any point since joining **mysuper** and didn't have permanent residence in New Zealand over that time, you won't be able to withdraw any of the Government contributions received during that period.



What do you need to do?

If you are eligible for a first or 'second-chance' homebuyer withdrawal from **mysuper** there are a few things you'll need to do.

To make it easier we've created a handy checklist of the steps, timeframes and costs on **page 5**.

02 First Home Grant

How Kāinga Ora can help you

If you've been a regular contributor of locked contributions to your **mysuper** account or a KiwiSaver Scheme for at least three years, you may be eligible for a First Home Grant from Kāinga Ora (formerly Housing New Zealand) to help you buy your first home.

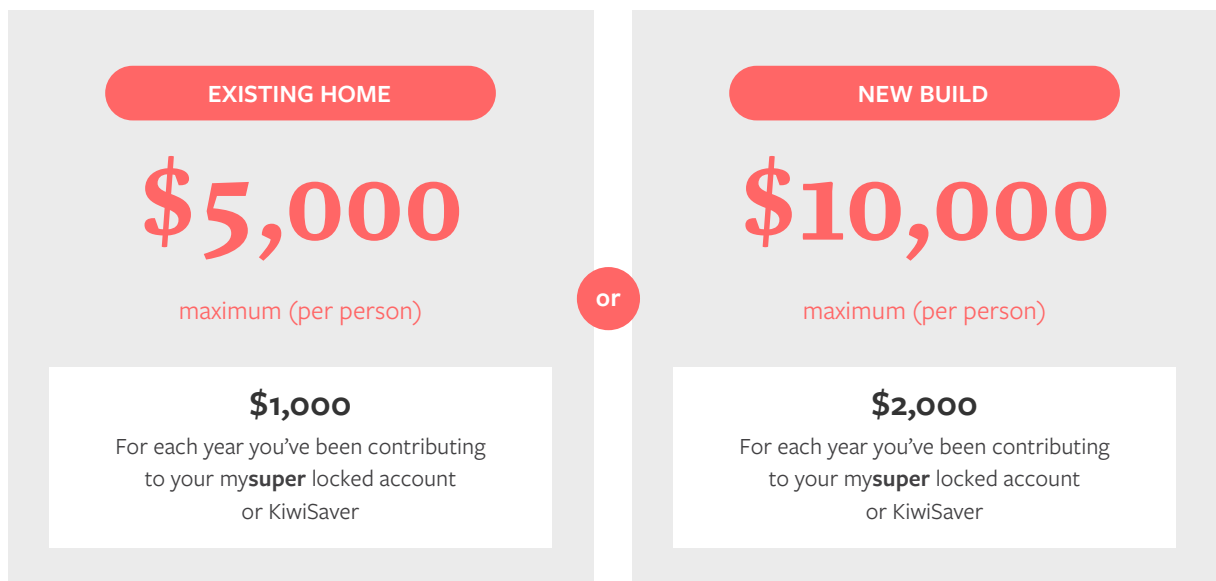
To find out if you meet Kāinga Ora's eligibility criteria visit kaingaora.govt.nz/home-ownership

How much can you get?

The amount of the First Home Grant depends on whether the house you're buying is existing or newly built.

The Government pays this directly to your solicitor on settlement day – it doesn't come out of your **mysuper** account. For details on how to apply, visit kaingaora.govt.nz/home-ownership

Please allow plenty of time for Kāinga Ora to process your application.



APPLYING FOR A FIRST HOME GRANT

If you apply for a First Home Grant, you'll need to provide Kāinga Ora with proof of regular contributions. You can request proof when you request your **mysuper** eligibility letter here: mysuper.co.nz/withdraw/first-home-withdrawal

Handy steps, timeframes and costs

Common steps, timeframes and costs involved with a first or 'second-chance' homebuyer withdrawal are outlined below as a guide.

Steps	Timeframe	Notes	Cost	Who to contact
<p>CONFIRM:</p> <p>Your mysuper locked-in account balance online at mysuper.co.nz</p> <p>Login and visit the 'Account Summary' section to review your locked balance.</p> <p><i>Work out at the beginning the retirement savings you have access to.</i></p> <p><i>Any unlocked savings you wish to use can be transferred to your locked balance at the time of withdrawal. Just let your lawyer know how much you want to use.</i></p>	n/a		Free	<p>If you need help you can email hello@mysuper.co.nz</p>
<p>REQUEST:</p> <p>A first homebuyer withdrawal quote from mysuper.</p> <p><i>You can then show your bank/ lending provider the funds you have access to.</i></p>	5 working days		Free	<p>mysuper.co.nz/withdraw/first-home-withdrawal/pre-approval-request</p>
<p>CHECK:</p> <p>With Kāinga Ora if you qualify for their First Home Grant.</p> <p><i>If eligible this could boost your deposit even more.</i></p>	4-6 weeks	<p>mysuper is not involved in the First Home Grant process.</p> <p>This is a process/ relationship between you and Kāinga Ora.</p>	Free	<p>kaingaora.govt.nz/home-ownership</p>

Steps	Timeframe	Notes	Cost	Who to contact
<p>ENGAGE:</p> <p>A lawyer.</p> <p><i>You need a lawyer to complete the sale and purchase of your property and to complete your first or 'second-chance' homebuyer application.</i></p> <p><i>You will need to provide your lawyer with information to support your withdrawal. Find out about 'Getting prepared for your lawyer' at mysuper.co.nz/withdraw/first-home-withdrawal</i></p>	<p>Agree with your chosen lawyer.</p>		<p>Agree with your chosen lawyer.</p> <p>Typically this ranges from \$800 to \$1,500.</p>	<p>Your chosen lawyer.</p>
<p>YOUR LAWYER COMPLETES YOUR FIRST OR 'SECOND-CHANCE' APPLICATION:</p> <p>Once a conditional offer has been made or unconditional offer has been accepted, your lawyer will be able to complete your first or 'second-chance' homebuyer application online.</p>	<p>Your lawyer must submit your first or 'second-chance' homebuyer application online at least 10 working days before the 'finance date' or 'settlement date'.</p> <p>Under no circumstances can late applications be received.</p>		<p>Included as part of fee agreed with your lawyer.</p>	<p>Your lawyer MUST complete your first or 'second-chance' homebuyer withdrawal online at mysuper.co.nz/withdraw/first-home-withdrawal/form</p> <p>No applications can or will be accepted via email or post.</p> <p>Under no circumstances can a late application be received.</p>
<p>PROCESSING:</p> <p>Once received, your application will be processed by mysuper.</p> <p><i>Any additional information, if required, will be requested from your lawyer by mysuper.</i></p>	<p>mysuper will make a decision within 5 working days of your lawyer submitting your application.</p>		<p>Free</p>	

First or ‘second-chance’ homebuyer withdrawal FAQs

How can I transfer unlocked retirement savings over to locked to increase my withdrawal amount?

Easy. Your lawyer can do this for you when they complete the first or ‘second-chance’ homebuyer application form. You will need to provide your lawyer with the amount you wish to transfer.

Can I make a first or ‘second-chance’ homebuyer withdrawal if I am a trustee of a trust that already owns property?

As a general rule, you’re eligible to apply provided you’re not a beneficiary of a trust. If you’re a beneficiary of a trust that owns property, generally you won’t be eligible. However, there are some exceptions, so we recommend you talk to your lawyer to determine your eligibility.

What kind of ‘home’ can I buy?

You can use your **mysuper** locked retirement savings to purchase property or land. This could be an existing house, a vacant residential section on which a new dwelling will be built, an apartment off the plans, or even a house and land package.

It’s important to note that if you’re buying land to build your first home on, your first or ‘second-chance’ homebuyer withdrawal can be put towards the land purchase only, and **not** used for other things such as building materials or contractors.

Can I change my unlocked mysuper account over to locked so I can become eligible for a first or ‘second-chance’ homebuyer withdrawal?

Yes you can. You can change your account plan from Unlocked over to one of the locked plans at any time by completing our online form. It’s important to remember though that once you make this change you can’t change back to Unlocked. Once a locked contribution is made it must always be made until you leave **mysuper**. Then all you need to do is meet the three year term as above. You can change your account structure here: mysuper.co.nz/myaccount/make-account-changes

Why does my lawyer need to complete my application 10 working days before my ‘finance’ or ‘settlement’ date?

To ensure we have enough time to process your application, sell your investments, settle the proceeds and if necessary, contact Inland Revenue to calculate your entitlement to Government contributions.

We can’t pay out after your settlement date.

Can I make a first homebuyer withdrawal if I’m buying a home in the name of a trust?

Yes, provided the trust is purchasing a property that is your first home, you are a trustee and beneficiary of the trust and you intend to live in the property as your principal place of residence. To be eligible, your name must be on the sale and purchase agreement.

How do I submit my application?

Your lawyer will complete your first or ‘second-chance’ homebuyer application at least 10 working days before the ‘finance’ or ‘settlement’ date mysuper.co.nz/withdraw/first-home-withdrawal/form

Only an enrolled barrister, lawyer or solicitor can complete the first or ‘second-chance’ homebuyer application.

By submitting your application, your lawyer is ensuring all documents required have been provided. And, should there be any questions about your withdrawal we will be able to contact them quickly to resolve.

Can I use my mysuper locked retirement savings to buy a house on Māori land?

Yes, provided you meet the normal withdrawal eligibility criteria. In addition, you’ll need to provide additional documentation stating you have the right to occupy the Māori land.

I already own some land. Can I apply for a first homebuyer withdrawal to build a house on it?

No. Owning land is treated the same as owning a house as far as the KiwiSaver Act 2006 is concerned, so you won't be eligible to apply for a first homebuyer withdrawal.

What happens if the purchase falls through?

If settlement is not completed by the due date, your lawyer must pay your **mysuper** locked retirement savings (including any interest earned) back to **mysuper** within 10 working days.

I need to show my home loan provider that I'm eligible and how much money I can access. How do I do that?

If you apply for your home loan pre-approval, you generally need to provide an eligibility letter.

This letter includes confirmation of your eligibility to make a first of 'second-chance' homebuyer withdrawal, as well as your estimated withdrawal amount.

You can request the **mysuper** eligibility letter here: mysuper.co.nz/withdraw/first-home-withdrawal/pre-approval-request

Can I make a withdrawal for my first home from more than one scheme?

Absolutely! If you're a member of more than one complying superannuation scheme, that offers a first or 'second-chance' homebuyer withdrawal, and you meet the eligibility criteria you can request a withdrawal from each scheme.

Can I apply for a first or 'second-chance' homebuyer withdrawal to buy an investment property?

No. You can only apply for a first homebuyer withdrawal if the property is intended to be your principal place of residence.

I joined mysuper five years ago, but only chose to start making contributions to the mysuper locked account two years ago. Can I apply for a first homebuyer withdrawal?

Unfortunately, you can't apply for a first home withdrawal until three years have passed since making your first locked contribution. However, If you are also a KiwiSaver member and have been in a KiwiSaver scheme for at least three years you can use the time in KiwiSaver to count towards making a first of 'second-chance' homebuyer withdrawal from your **mysuper** locked account.

I have been a member of mysuper for over three years but I only have unlocked retirement savings. Can I apply for a first home withdrawal?

No. You need to be making locked contributions to your **mysuper** locked account for three years before you can apply for a first home withdrawal.

I own/owned a house overseas. Can I apply for a first homebuyer withdrawal to buy a house in New Zealand?

No. Irrespective of where the house is, if you already own a home, you aren't eligible to apply for a first homebuyer withdrawal.

I already own a home. Can I apply for a first homebuyer withdrawal to pay off my mortgage?

No. You can only apply for a first of 'second-chance' homebuyer withdrawal to be used towards the purchase price on your home prior to settlement date.



Everything you need to make a first or 'second-chance' homebuyer withdrawal with **mysuper** can be found at mysuper.co.nz/withdraw/first-home-withdrawal

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