

Notes to this form:

- **Personal Identification Required for ALL requests:**

Only a copy of the following can be accepted as personal identification:

- Driver's Licence or Passport; **or**
- Other photo identification (note: only valid if signature and name is also on ID); **or**
- **Two** forms of other ID (e.g. Community Services Card / Bank Card with name embossed / printed and signature included).

- **Name Change:**

Should your name change, need alteration, or correction, we require confirmation from the Maori Land Court that this has been processed prior to updating our records. Application forms are available from our office.

- **Payment of Unclaimed Dividends:**

Provided you can be identified as an owner, we will endeavour to pay any accumulated funds on the 20th of the month following receipt of your completed form.

- **Whanau Trusts / New Owners:**

If you have not yet received correspondence from our office previously, you may not be registered as an owner. In this event, we ask that you attach the following documentation:

- Maori Land Court Order showing original owner, new owner(s) and schedule of lands that have been transferred;
- Order constituting a Whanau Trust (if applicable) showing Trustees' names, and Order Vesting Shares in Trustees of the Whanau Trust with schedule of lands that have been transferred.
- Change of Trustees - please advise so we may reconcile to Maori Land Court records.

Pursuant to the Privacy Act 1993 the following is brought to your attention:

- a) This form collects personal information about you;
- b) In relation to Putauaki Trust (in which you are an owner) the information is collected to ensure you can receive newsletters/notices and obtain the correct benefits.
- c) The intended recipients of this information is Putauaki Trust, their employees and the Trustees of the blocks in which you are registered in their role as administrator or Trustee;
- d) The information is being collected and held by Putauaki Trust, PO Box 99 Kawerau 3169;
- e) Failure to provide requested information may result in your update request form not being actioned ; and
- f) You have the right of access to, and correction of, information held about you subject to the provisions of the Privacy Act 1993.