

**PERSONAL INFORMATION**

(Please print clearly)

Surname or Family Name

Given or First Names  Preferred Name

Are you: ☐ Female ☐ Male ☐ Other Date of birth:  /  /

Which ethnic group do you most closely identify with?

Are you: European ☐ Māori ☐ Pacific Island ☐ Other ☐

**CONTACT DETAILS**

What is your home postal address?

Post code

Home telephone  Mobile

Email

**EMPLOYMENT DETAILS**

Workplace  Workplace Address

Job Title

Please tick if you are a provisionally certificated teacher ☐ Year One ☐ Year Two

Do you normally work: ☐ Full Time ☐ Part Time Please tick if you are a reliever: ☐

If you are employed at a school you must provide your Employee Number (MoE Number) from your payslip.  
Please note that it is your **MoE Employee number** that is required not your Teacher Registration Number.

**MOE Employee Number**

**BRANCH MEMBERSHIP**

Members will be enrolled in the NZEI branch where their worksite is located unless one of the following options is ticked.

☐ The local Aronui Tomua ☐ Komiti Pasifika ☐ The Branch where I live

**DECLARATION AND CONSENT**

I understand that upon acceptance of this application, I am entitled to a copy of the Rules of NZEI Te Riu Roa and shall be bound by the relevant sections\*.

In accordance with the Employment Relations Act 2000, I authorise NZEI Te Riu Roa to act as my representative in all matters relating to the bargaining and enforcement of my employment agreement. I consent to the disclosure of the information given in this form to the authorised officers and agents of NZEI Te Riu Roa for the purposes of bargaining, employment and the provision of membership benefits.

In accordance with the Privacy Act 1993, I consent to the disclosure of information about the terms and conditions of my employment held by the Ministry of Education or my employer to NZEI Te Riu Roa for the purposes of the efficient delivery of union services by NZEI to me.

I declare that the information contained in this application is correct and that there are no employment related legal, ethical or disciplinary matters in progress at the time of this application for which I would require assistance from NZEI Te Riu Roa.

**Signed**  **Date**

\*If required a copy of the rules will be supplied upon request, or they may be downloaded from our website at [www.nzei.org.nz](http://www.nzei.org.nz).

Direct debit: fill out the details below.

Please initiate a direct debit of \$  Per fortnight ☐ or \$  Per month ☐  
Please inform me of any subscription rate changes by email (see condition 1 (a) (ii) below ☐

For the current membership subscription rates please see the rate chart on the back page or view it at [www.nzei.org.nz/join](http://www.nzei.org.nz/join)

Authority to Accept Direct Debits

Bank Instructions

Name (of bank account)

Bank account from which payments to be made

Bank

Branch Number

Account Number

Suffix

(If available, please attach an encoded deposit slip to ensure your number is loaded correctly)

To the Bank Manager, (Please print full postal address clearly)

Bank

Branch

Town/City

I/We authorise you until further notice in writing to debit my/our account with all amounts which Flo2Cash – the registered Initiator of the above Authorisation Code (on behalf of the New Zealand Educational Institute) – may initiate by Direct Debit. I/We acknowledge and accept that the Bank accepts this authority only upon the conditions listed below.

Information to appear in my/our bank statement

Payer Particulars (Member Name)

Payer Code (Flo2Cash to complete)

Payer Reference

N

Z

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B

S

Signed

Date

AUTHORITY TO ACCEPT  
DIRECT DEBITS  
(Not to operate as an assignment or an agreement)  
Authorisation Code  

3

8

4

0

3

9

1

Approved

1201

06

09

For Bank Use Only

Date received

/

/

Recorded by

Checked by

Bank  
Stamp

Direct Debit Authority Conditions

1. The Initiator:

(a) Has agreed to give advance Notice of the net amount of each Direct Debit and the due date of the debiting at least 10 calendar days before (but not more than 2 calendar months) the date when the Direct Debit will be initiated.  
This notice will be provided either:  
(i) in writing; or  
(ii) by electronic mail where the Customer has provided prior written consent to the initiator.  
The advance notice will include the following message:-  
"Unless advice to the contrary is received from you by (date\*), the amount of \$..... will be directly debited to your bank account on (initiating date)."  
(b) May, upon the relationship which gave rise to this Authority being terminated, give notice to the Bank that no further Direct Debits are to be initiated under the Authority. Upon receipt of such notice the Bank may terminate this Authority as to future payments by notice in writing to me/us.

2. The Customer may:

(a) At any time, terminate this Authority as to future payments by giving written notice of termination to the Bank and to the Initiator.  
(b) Stop payment of any Direct Debit to be initiated under this Authority by the Initiator by giving written notice to the Bank prior to the Direct Debit being paid by the Bank.  
(c) Where a variation to the amount agreed between the Initiator and the Customer from time to time to be direct debited has been made without notice being given in terms of 1(a) above, request the Bank to reverse or alter any such Direct Debit initiated by the Initiator by debiting the amount of the reversal or alteration of the Direct Debit back to the Initiator through the Initiator's Bank, PROVIDED such request is made not more than 120 days from the date when the Direct Debit was debited to my/our account

3. The Customer acknowledges that:

(a) This Authority will remain in full force and effect in respect of all Direct Debits passed to my/our account in good faith notwithstanding my/our death, bankruptcy or other revocation of this Authority until actual

notice of such event is received by the Bank.

(b) In any event this Authority is subject to any arrangement now or hereafter existing between me/us and the Bank in relation to my/our account.

(c) Any dispute as to the correctness or validity of an amount debited to my/our account shall not be the concern of the Bank except in so far as the Direct Debit has not been paid in accordance with this Authority. Any other disputes lies between me/us and the Initiator.

(d) Where the Bank has used reasonable care and skill in acting in accordance with this authority, the Bank accepts no responsibility or liability in respect of:

- the accuracy of information about Direct Debits on Bank statements.
- any variations between notices given by the Initiator and the amounts of Direct Debits.

(e) The Bank is not responsible for, or under any liability in respect of the Initiator's failure to give written advance notice correctly nor for the non-receipt or late receipt of notice by me/us for any reason whatsoever. In any such situation the dispute lies between me/us and the Initiator.

(f) Notice given by the Initiator in terms of clause 1(a) to the debtor responsible for the payments shall be effective. Any communication necessary because the debtor responsible for payment is a person other than me/us is a matter between me/us and the debtor concerned.

4. The Bank may:

- (a) In its absolute discretion conclusively determine the order of priority of payment by it of any monies pursuant to this or any other Authority, cheque or draft properly executed by me/us and given to or drawn on the Bank.
- (b) At any time terminate this Authority as to future payments by notice in writing to me/us.
- (c) Charge its current fees for this service in force from time-to-time.

If you prefer to be **invoiced periodically** for your subscriptions please determine your subscription rate from the rates shown on the back page and indicate your preferred frequency here.

Annually

Six Monthly

Quarterly

Privacy

NZEI Te Riu Roa holds the information you provide on this form to ensure you enjoy the full benefits of NZEI Te Riu Roa membership. It enables us to let you know about union activities you can participate in and helps us to provide a better service for all members. For these purposes NZEI Te Riu Roa will require from time to time, disclosure from the Ministry of Education, or your employer of information about the terms and conditions of your employment. You can review and request correction of personal information held by NZEI Te Riu Roa at any time.

### Definitions

**Flo2Cash** is a company which provides payment processing services and is authorised by the NZEI Te Riu Roa to undertake and administer direct debits on its behalf.

**Member** means the person named as such on the Membership Application form.

### Direct Debit Authority

- (a) Members who wish to make payments by direct debit must complete and sign the Direct Debit Authority Form and agree to be bound by its Terms and Conditions.
- (b) The Member authorises Flo2Cash to make periodic debits from the Member's nominated bank account for the amounts and at the frequency outlined in this Direct Debit Authority and as otherwise provided in these Terms and Conditions on behalf of NZEI Te Riu Roa.

### Variations

- (a) The Member authorises NZEI Te Riu Roa to vary the amount, frequency and date of payments from time to time and authorises Flo2Cash to vary the payments upon instructions from NZEI Te Riu Roa subject to the requirements for notice contained in the Direct Debit Authority.
- (b) The Member must direct any request for a variation to the direct debit arrangement to NZEI Te Riu Roa. Flo2Cash will not act upon instructions directly from a Member.

### Liability of Flo2Cash

- (a) The Member acknowledges that Flo2Cash is acting as a direct debit processing agent for NZEI Te Riu Roa. Flo2Cash is NOT the provider of any goods and services to the member (and therefore there shall be no tax invoices provided to the Member) and Flo2Cash has no express or implied liability in relation to any goods or services provided by NZEI Te Riu Roa.
- (b) Flo2Cash will not be responsible for any delay that may occur in the processing of a direct debit if:
  - (i) There is a public holiday on the day or on the day after a payment is due to be made by direct debit;
  - (ii) A payment is received either on a day which is not a business day or after the normal close of business on a business day;
  - (iii) Flo2Cash does not receive the Direct Debit Authority Form in sufficient time to process the direct debit;
  - (iv) The Direct Debit Authority is not duly completed.
- (c) Flo2Cash does not give any express or implied warranty that any direct debit service it provides will be continuous or fault free. Flo2Cash will not be liable for any failure or delay in any payment due to any cause beyond its reasonable control. In no circumstances will Flo2Cash be liable for any indirect or consequential loss or damage.

### Member Responsibilities to Flo2Cash

- (a) The member is responsible for notifying Flo2Cash, via NZEI Te Riu Roa, of any changes in the nominated account.
- (b) The member is responsible for informing NZEI Te Riu Roa of changes to contact details.
- (c) The member is responsible for ensuring that there are sufficient funds in the nominated account to meet any direct debit.
- (d) The Member, via NZEI Te Riu Roa, shall provide not less than seven days notice in writing to Flo2Cash if the Member wants to cancel this direct debit arrangement. The cancellation of any direct debit arrangement will not affect or terminate any contract or agreement or other obligation the Member may have with NZEI Te Riu Roa.
- (e) Any dispute regarding any direct debit payment should be directed to NZEI Te Riu Roa in the first instance.

### Member Authorises the following:

- (a) Flo2Cash to verify the details of the nominated account with the Member's bank or financial institution.
- (b) The Member's bank or financial institution to release information to Flo2Cash to verify the details of the nominated account.

The Member has the right under the Privacy Act 1993 to obtain access to and request correction of any personal information concerning the Member held by Flo2Cash.

### General

- (a) Flo2Cash may vary these Terms and Conditions from time to time by posting any changes on Flo2Cash's website: [www.flo2cash.co.nz](http://www.flo2cash.co.nz). Any variations to these Terms and Conditions will be effective 14 days after posting on Flo2Cash's website.
- (b) Flo2Cash may terminate this Direct Debit arrangement and cease to provide its direct debit services to the Member at any time by written notice.
- (c) Flo2Cash may communicate with the Member by phone (automated phone messaging) or in writing. For the purposes of these Terms and Conditions writing shall include txt or SMS messaging, email or mail).

This service agreement is governed by the laws of New Zealand



**FREEPHONE:** 0800 NZEI HELP (0800 693 443)



**FREEPOST:** Post completed form to us at Freepost 3978, NZEI Membership, PO Box 466 Wellington 6140



**WEBSITE:** [www.nzei.org.nz](http://www.nzei.org.nz)

## How much should you pay?

Check your gross fortnightly income (before tax and deductions are taken off) and work out what your subscription rate will be.

### NZEI Te Riu Roa Subscription Rates 2022

Gross Fortnightly Income (before tax and deductions)	Direct Debit / Credit Card		Credit Card / Invoiced by NZEI		
	Fortnightly	Monthly	Quarterly	6 Monthly	Yearly
Up to \$449.70	\$2.45	\$5.34	\$15.99	\$31.98	\$63.95
\$449.71 - \$899.41	\$6.36	\$13.83	\$41.51	\$83.03	\$166.05
\$899.42 - \$1349.11	\$12.72	\$27.72	\$83.18	\$166.35	\$332.67
\$1349.12 - \$1870.76	\$19.07	\$41.55	\$124.67	\$249.36	\$498.73
\$1870.76 +	\$25.43	\$55.39	\$166.19	\$332.39	\$664.78

The current subscription rates are listed above and shall be advertised by NZEI from time to time. As a member, it shall be your responsibility to ensure that your subscriptions are paid and are paid at the correct rate. Failure to pay subscriptions on time or at the correct rate may result in access to membership services and benefits being denied or membership being terminated.

## Before sending your completed application form to NZEI Te Riu Roa, have you:

1. If applicable, entered your MOE number?
2. Signed and dated the Declaration and Consent?

### Also, if paying subscriptions by Direct Debit, have you:

1. Indicated the amount and frequency of your subscription payments.
2. Filled in your bank account details and signed the direct debit authority.

Membership applications received at the NZEI Te Riu Roa National Office are normally processed within 10 working days of receipt. If no email acknowledgement of your application is received within a reasonable period please contact us on 0800 693 443 or email: [membership@nzei.org.nz](mailto:membership@nzei.org.nz)

Subject to acceptance, membership of NZEI Te Riu Roa is effective from the date this form is received at the NZEI Te Riu Roa National Office.



## 0800 NZEI HELP

(0800 693 443) is a free service for all members. Skilled staff are available to help with your queries between 8.30am and 5pm every weekday.



Freepost 3978  
NZEI Te Riu Roa  
PO Box 466  
Wellington  
email: [nzei@nzei.org.nz](mailto:nzei@nzei.org.nz)



[www.nzei.org.nz](http://www.nzei.org.nz)

**NZEI  
TE RIU ROA**