THE ANZ INTERNET BANKING GUIDE: KIWISAVER

A Summary tab. See a snapshot of your account over the past year, your investment performance, information about the funds you're invested in, and the personal details associated with your KiwiSaver account.

B Transactions tab. View, download, and print off a list of your KiwiSaver account transactions over a certain time period.

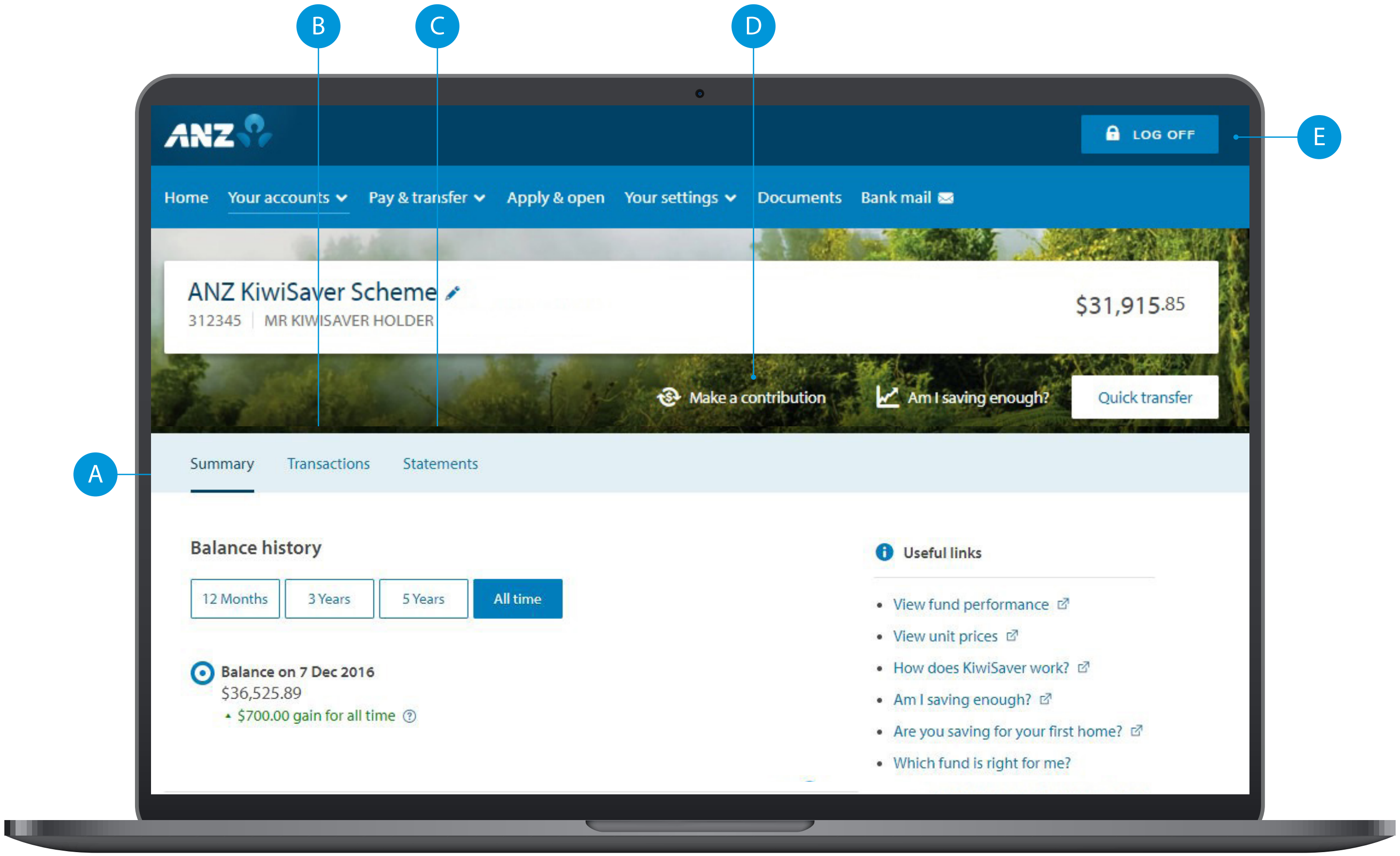
C Statements tab. View, download and print off your annual KiwiSaver account statements.

D Make a contribution. Transfer money or setup an automated payment from a nominated ANZ account into your KiwiSaver account.

E Log off when you're finished. Don't worry if you forget, you'll automatically be logged out after 3 minutes of inactivity.

If you ever get stuck or need extra help, we're only a phone call away on 0800 269 296.

KIWISAVER ACCOUNT DETAILS



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HOW TO SWITCH FUNDS

1. Select the **Summary** tab.
2. Scroll down to the **Fund details** section, and under the fund details you're invested in select **Change fund**. A new screen will open up.
3. Select if you'd like to use the Fund Chooser Tool to help you choose a fund. Select **Next** to continue.

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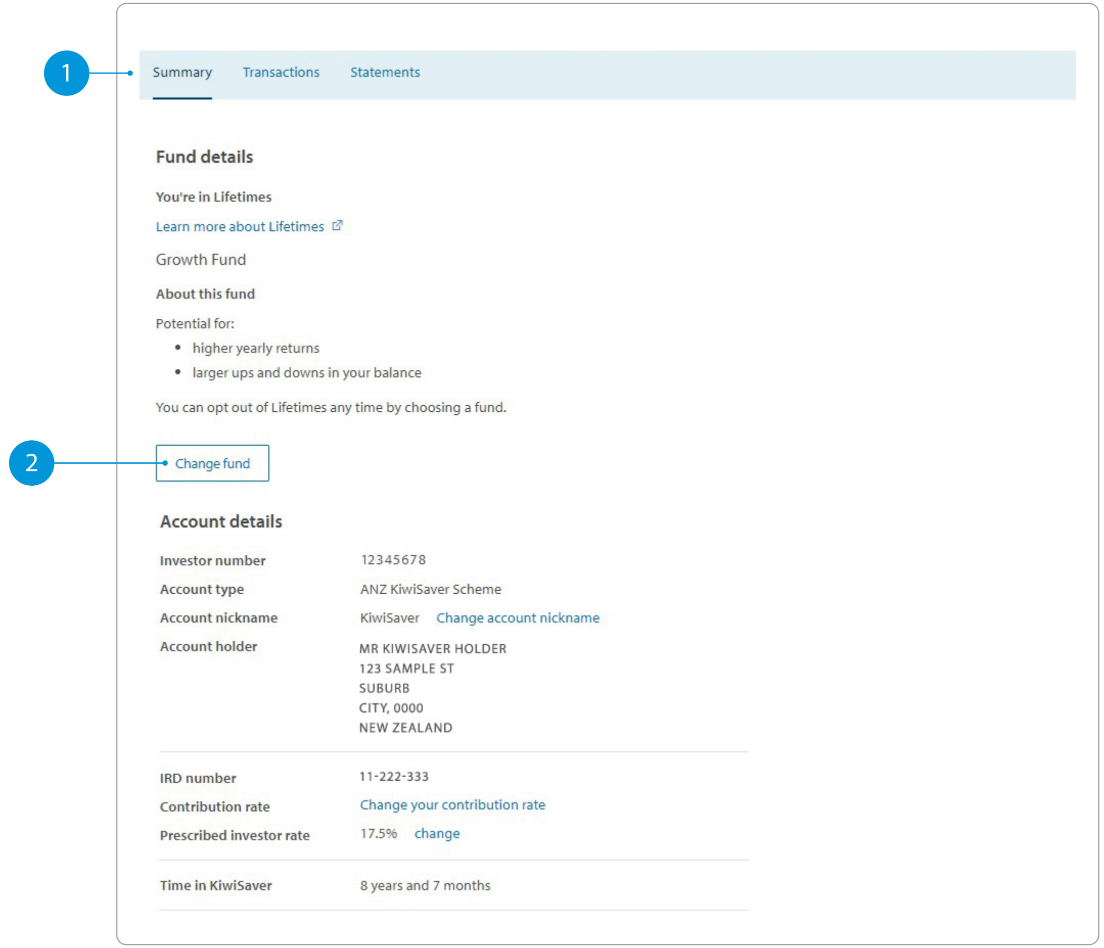

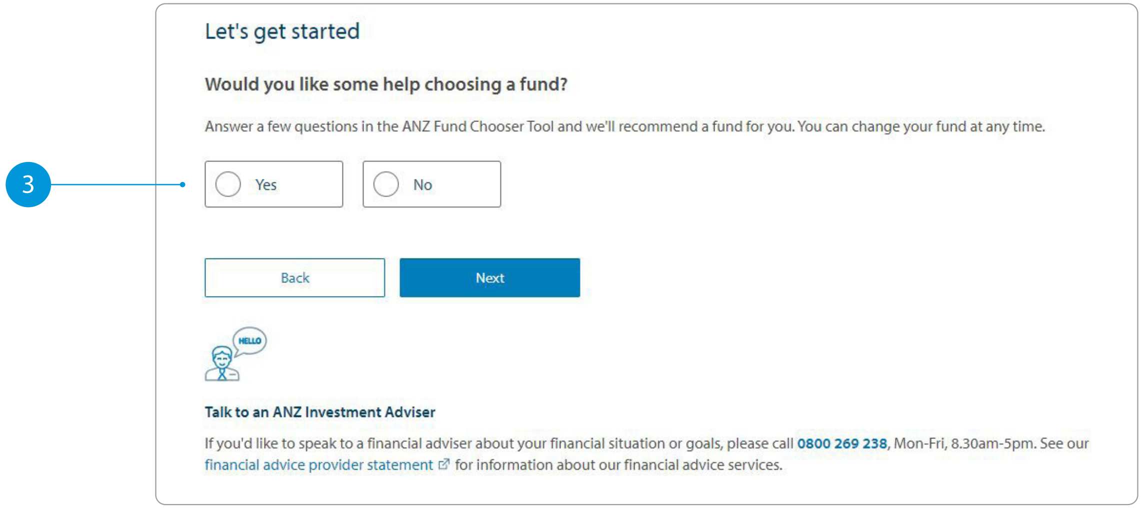

HOW TO SWITCH FUNDS

4. Here you'll see two options. Choose from the available funds yourself or select our Lifetimes option.
5. If you have selected multiple funds, you will be prompted to speak with a financial adviser. Select **Okay** to proceed
6. Select **Continue** to review your request.

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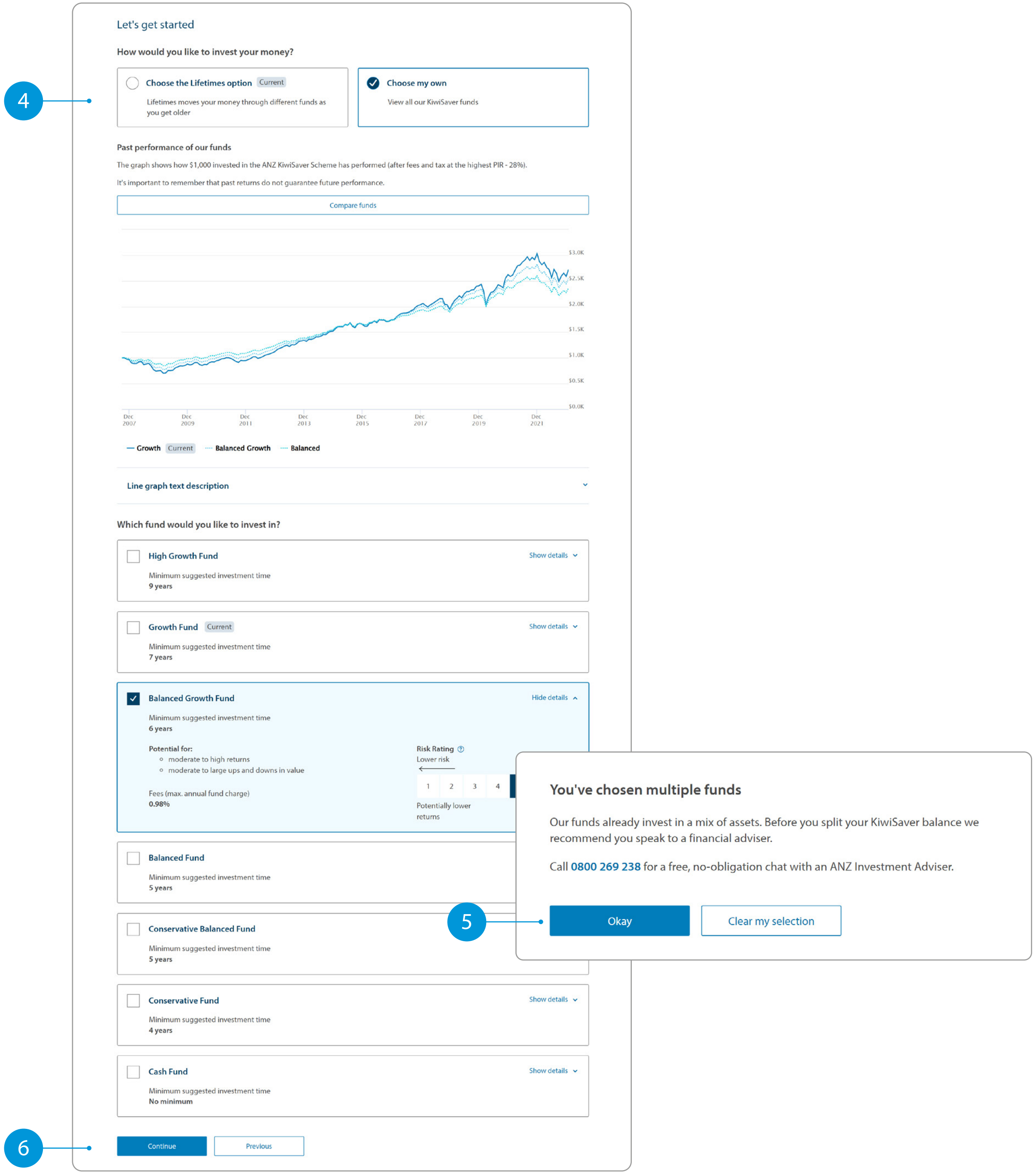
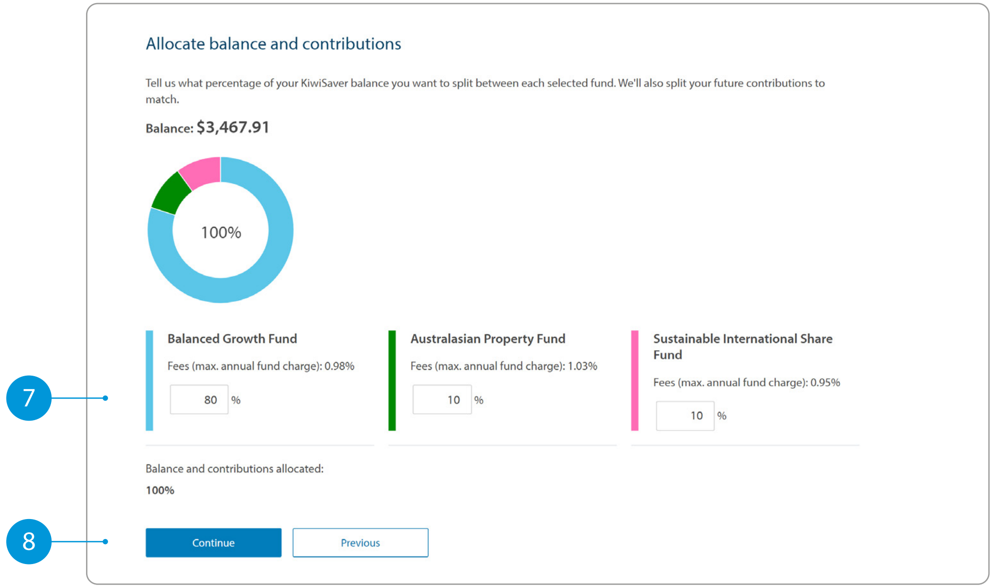
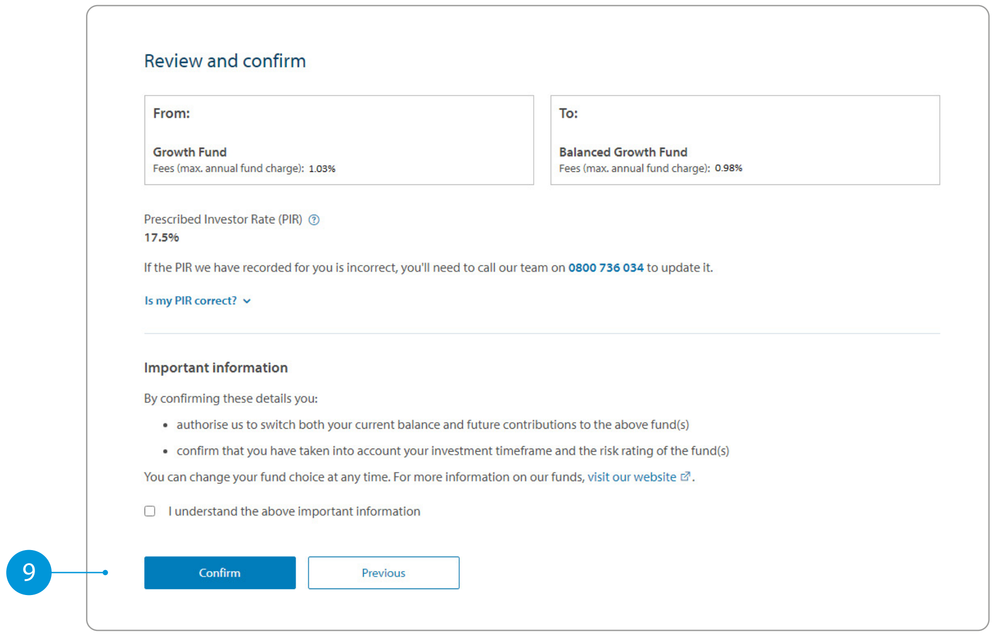


HOW TO SWITCH FUNDS

7. If you have selected multiple funds, enter the percentage of your balance for each fund.
8. Select **Continue** to review your request.
9. Select **Confirm**.





HOW TO CHANGE YOUR PRESCRIBED INVESTOR RATE (PIR)

1. Select the **Summary** tab.
2. In the **Prescribed investor rate** section, select **change**.
3. You'll be presented with an overview of the current tax details we hold for you. Select **Update tax details** to make a change.
4. If your address is correct, select **Yes, this is correct**. If your address is incorrect select **No, this is incorrect** and update your address.

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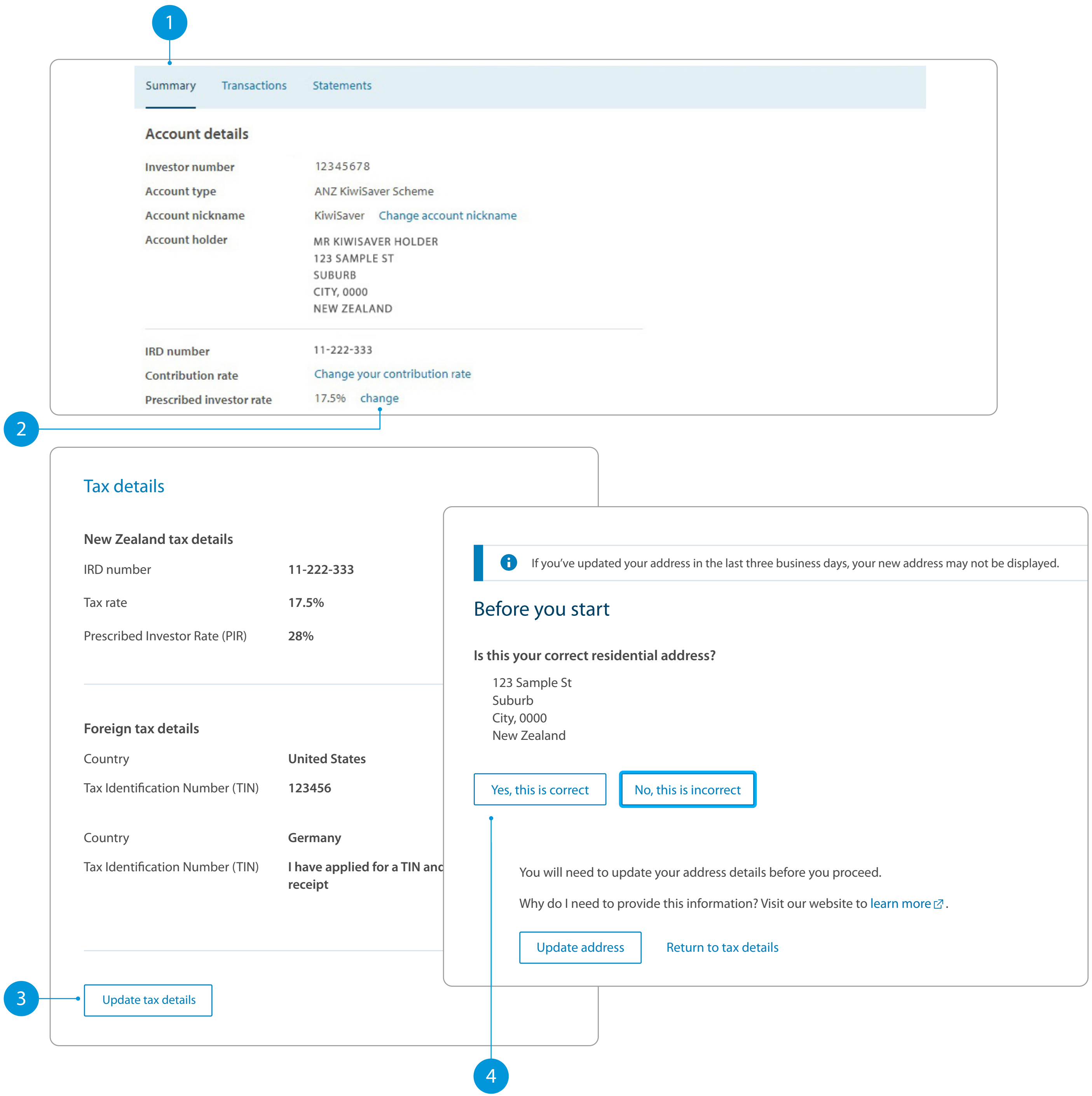
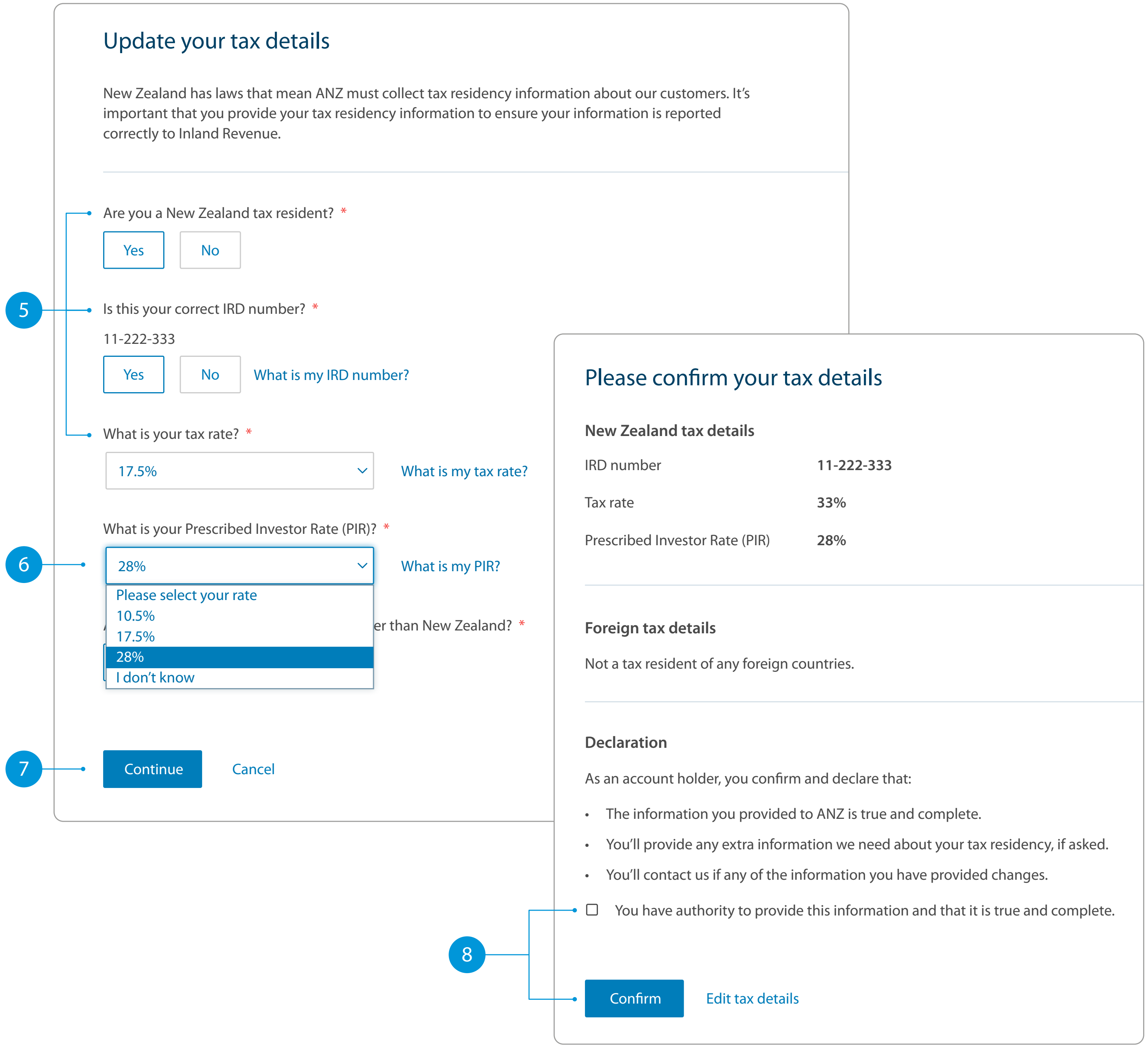


HOW TO CHANGE YOUR PRESCRIBED INVESTOR RATE (PIR)

5. Check that your details are correct and update them if you need to.
6. Select your correct Prescribed Investor Rate (PIR). If you're unsure what it is, we can help you [work out your PIR](#).
7. Select **Continue**.
8. If everything looks correct on the confirmation page, tick the declaration box and select **Confirm**.

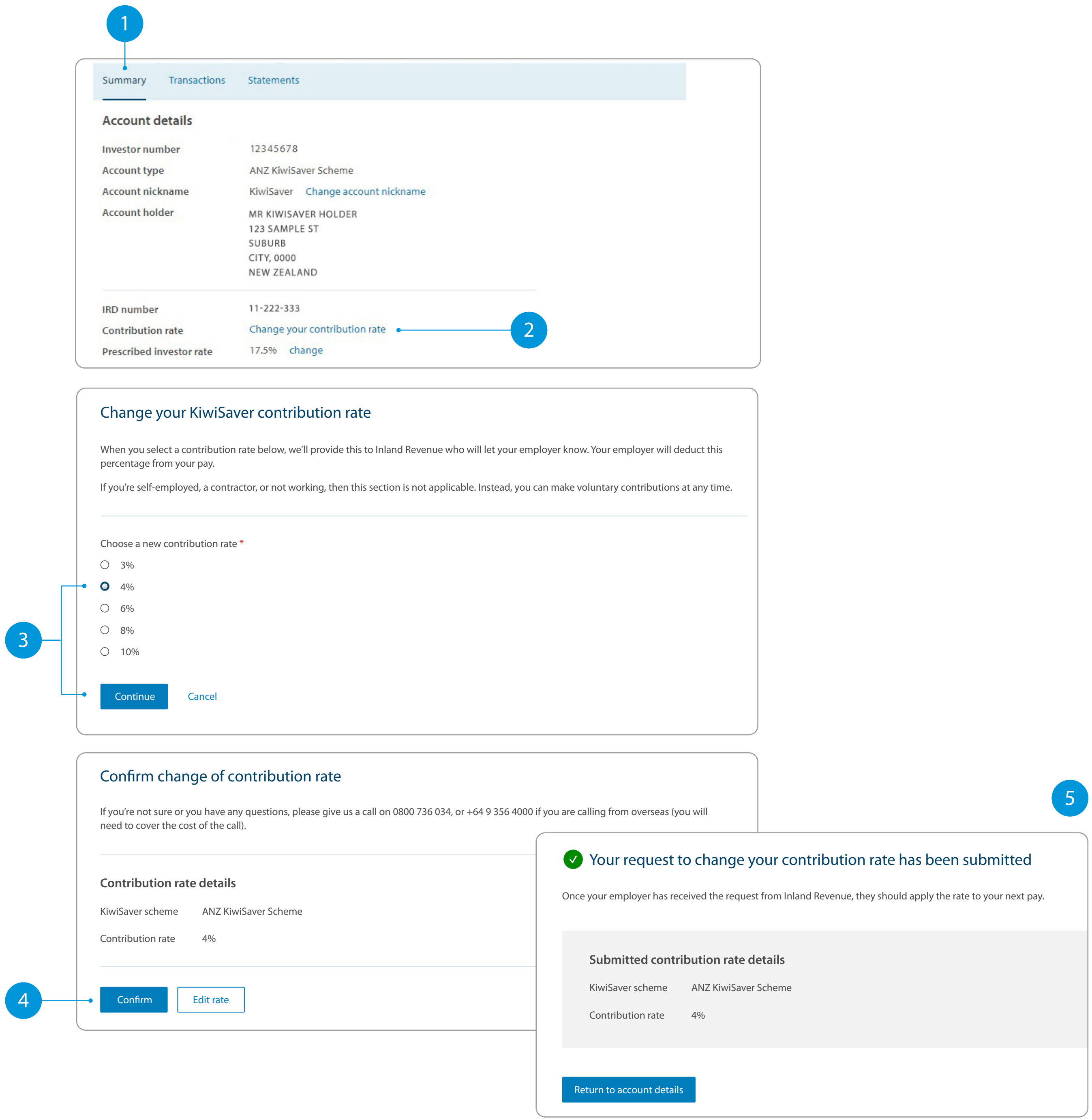
Once you've confirmed the update, you'll see a confirmation message letting you know when the updates will be completed.



HOW TO CHANGE YOUR CONTRIBUTION RATE

1. Select the **Summary** tab.
2. Scroll down to **Contribution rate**, and select **Change your contribution rate**.
3. On the next screen you can **Choose your new contribution rate**. Then select **Continue** to review your request.
4. You'll then be asked to confirm your contribution rate change.
   - To confirm the change, select **Confirm**.
   - To change the rate, select **Edit rate**.
5. Your KiwiSaver contribution rate change request has now been submitted.

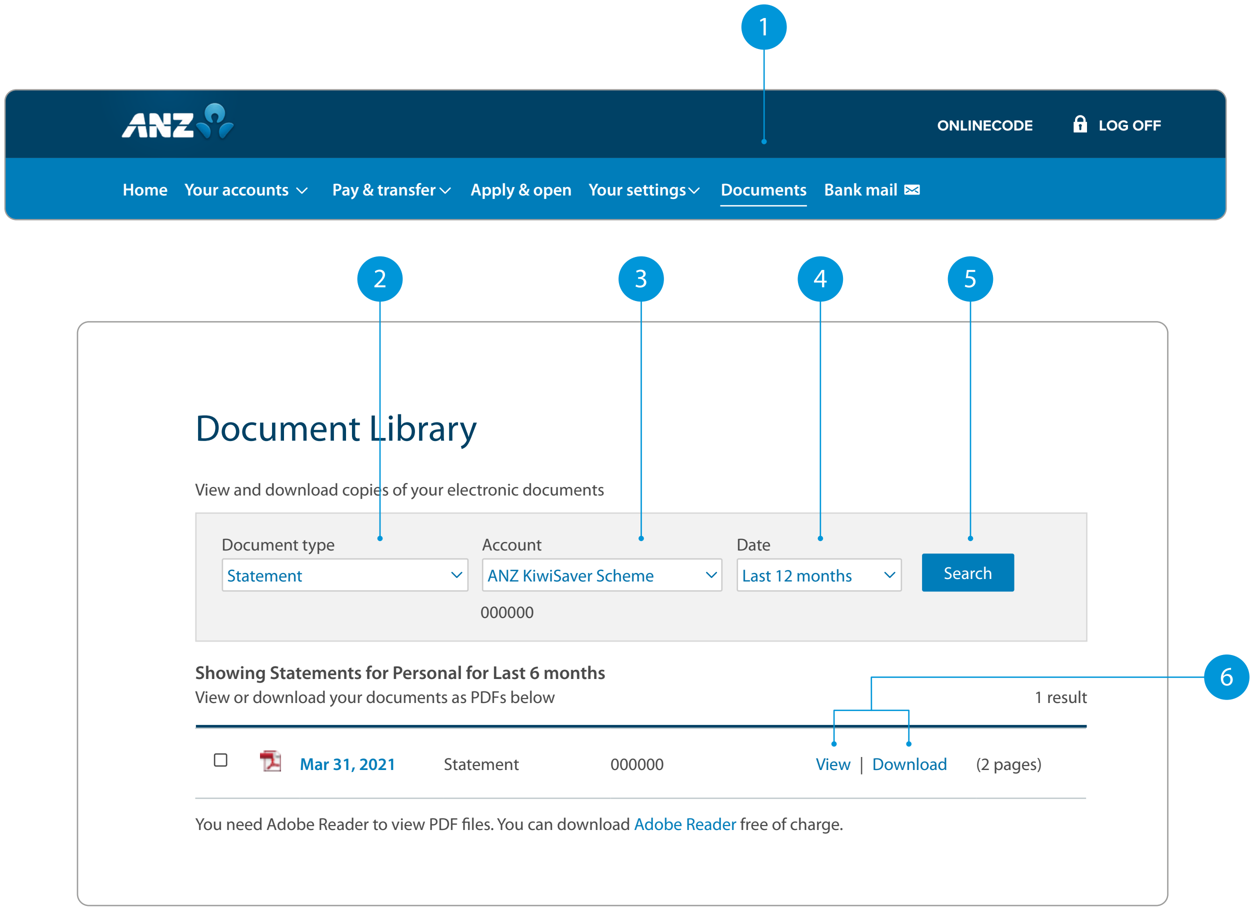
Note, once your employer receives the request from Inland Revenue, they should apply the new rate to your next pay.



HOW TO DOWNLOAD YOUR KIWISAVER ACCOUNT STATEMENT OR TAX CERTIFICATE

1. Select **Documents**.
2. In the Document type drop down menu select **Statement** or **Tax Certificate**.
3. If you selected Statement, in the Account drop down menu select **ANZ KiwiSaver Scheme**.
4. Select the **Date** range (i.e. Last 12 months).
5. Click **Search**.
6. You can either:
   - **View**. By clicking this, a new browser tab will open with a PDF version of the KiwiSaver Account Statement or Tax Certificate.
   - **Download**. By clicking this, a PDF version will download. To open, click on it and from there you can save a copy, print or attach it to an email.

Note, you'll need Adobe Reader to view PDF files. You can download Adobe Reader free of charge.



HOW TO DOWNLOAD YOUR TRANSACTIONS LIST FOR A DEFINED PERIOD

1. Select the **Transactions** tab.
2. Select **Export**.
3. Select a **date range** or a specific Start and End date you want to see transactions for.
4. Select **File format**. Here you can choose:
   a. PDF – Portable Document Format
   b. CSV – Comma Separated Values
   c. TSV – Tab Separated Values Excel
5. To download the transactions, select **Export**.
6. Click on the file to open it. From there you can save a copy, print or attach it to an email.

Note, you'll need Adobe Reader to view PDF files. You can download Adobe Reader free of charge.