

Weekly work hours declaration

This form will help us work out what weekly compensation we can pay you. Please give us an estimate of your earnings based on the number of hours you've worked in the past week. We ask that you:

- provide as much information as you can
- let us know before you do any paid or unpaid work or increase your work hours
- read, sign and return the form to us at the details below.

1. Your details

Client name: [AUTO: Client full name]	Claim number: [AUTO: Claim number]
Address: [AUTO: Client address]	

2. ACC details

ACC staff member: [AUTO: Staff member]	ACC office: [AUTO: ACC office]
Contact phone number: [AUTO: Phone number]	Email address: AUTO: Email address]

3. Work details

Please tell us:

- the days and hours you worked during the last week
- the start and finish times. If you worked more than one job then list the start and finish times for each
- the type of work, eg paid or unpaid, input into your own business, etc.

Day	Date	No. of hours worked	Start and finish times	Type of work
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

4. Client declaration and signature

I understand that:

- my weekly compensation can change based on the hours I work
- the combined total of my weekly compensation and my earnings while I am injured cannot be greater than what I was earning before my injury
- my weekly compensation will be reassessed at the end of the financial year
- if I'm paid too much weekly compensation I will be asked to repay any overpayment
- it's an offence to make a false statement to ACC, or to wilfully mislead or attempt to mislead ACC staff.

I declare that the information given above is an accurate statement of my working hours.

Client signature:	Date:
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When we collect, use and store information, we comply with the Privacy Act 1993 and the Health Information Privacy Code 1994. For further details see ACC's privacy policy, available at www.acc.co.nz. We use the information collected on this form to fulfil the requirements of the Accident Compensation Act 2001.