



‘HOW TO GUIDE’

How often can I claim?

Every 3 months

Statement Period	Submit Claim
July, August, September	October
October, November, December	January
January, February, March	April
April, May, June	July

STEP 1

Get your documents ready:

- (If applicable) **Your partner’s** full name, date of birth, IRD number
- Your child’s** full name, date of birth, IRD number
- Your New Zealand **bank account number**
- Your ECE provider’s** name, address and licence number (This should be stated on all statements/invoices from your ECE provider)
- Your **statement/invoices** for the applicable period (in this case, July to September).

STEP 2

Log in to myIR

- > “I want to...”
- > Register for Family Boost
- > Complete the form and follow the prompts
- > Submit

Repeat every 3 months

EASY AS PIE!

