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How do I apply for an IRD number?

Sarah Ryder - 2016-05-27 - [Settling in](#)

If you intend to work in New Zealand, you will need an IRD (Inland Revenue Department) number.

Step One: Before Applying for an IRD Number

- You will need to have a fully functional New Zealand bank account and provide proof of this with your application. This could be a letter or bank statement showing deposits and withdrawals.

Step Two: Complete an IRD Application

- You will need to complete an IRD number application -Non Resident/Offshore Individual (IR742) form. You can download this form from the [IRD website](#).
- You will be asked to provide documents to support your application and you will find a list of these on the form.

Step Three: Submit your Application

- Send your completed form and supporting documentation to the postal address on the form or take it to a [New Zealand Post Shop](#) or [AA Centre](#).

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