

Using a telephone directory

This task is about finding information in a directory.

Below are listings from a phone book of some Government Departments.



HOUSING MINISTRY OF
256 Lambton Quay
PO Box 10-729 Wgtn.....WN-472 2753
Facsimile.....WN-499 4744
Website.....www.minhousing.govt.nz

Tenancy Services

Wellington Office, 60 Oriental Parade, PO
Box 10-797, Wellington
Advice Mediation Inquiries
Call Free.....0800 836 262
Facsimile.....WN-801 2618
Lower Hutt Office, Level 1, Bloomfield Hse
46-50 Bloomfield Tce, PO Box 30-400
Advice Mediation Inquiries
Call Free.....0800 836 262
Facsimile.....WN-570 6115
Porirua Office, 1st Floor Housing Corp
Building, 1 Walton Leigh Avenue, PO
Box 50-335
Advice Mediation Inquiries
Call Free.....0800 836 262
Facsimile.....WN-237 6351

Tenancy Services Centre

PO Box 50-445 Porirua
Inquiries Call Free.....0800 737 666
Facsimile.....WN-237 7884

**HOUSING NEW ZEALAND
CORPORATION**

Rental Enquiries

Refer: Housing New Zealand Corporation
listings in the White Pages™

Mortgage Enquiries ONLY

National Office

Wellington.....WN-474 2100

Ministers Office

Parliament House.....WN-471 9946

HUMAN RIGHTS COMMISSION

8th Floor Vogel Bldg 8 Aitken St
PO Box 12-411 Thrdn.....WN-473 9981
Facsimile.....WN-471 6759
InfoLine.....0800 4 YOUR RIGHTS
Or.....0800 496 877
Website.....www.hrc.co.nz

**HUMAN RIGHTS PROCEEDINGS-
OFFICE OF**

Tower Centre cnr Queen & Custom St
PO Box 6751 WylSt
Auckland.....0-9-375 8623
Facsimile.....0-9-375 8641
Website.....www.hrc.co.nz

Human Rights Review Tribunal

District Court Building 49 Ballance
St.....WN-918 8300

Immigration Service

- refer Labour Department of,
Call Free.....0508 558 855
or.....0-9-914 4100



**INLAND REVENUE
DEPARTMENT-
WELLINGTON**

WEBSITE.....www.ird.govt.nz

INFOexpress

(Automated Service 24 hrs-7 days)

Forms and Stationery.....0800 257 773
All Services.....0800 257 777

**Hours of service for phone
enquiries 8am-8pm Mon-Fri &
9am-1pm Sat**

Please have your IRD number ready when
you call-it will speed up the process

PERSONAL TAX ENQUIRIES

(People who are not in business)

Income Tax & General
Enquiries.....0800 227 774
Family Assistance.....0800 227 773
Overdue Tax & Returns.....0800 227 771

BUSINESS TAX ENQUIRIES

(Including individuals owning rental
property)

Income Tax & General
Enquiries.....0800 377 774
Employers.....0800 377 772
GST.....0800 377 776
Family Assistance.....0800 227 773
Overdue Tax & Returns.....0800 377 771

STUDENT LOAN ENQUIRIES

Student Loans.....0800 377 778
Income Tax & General
Enquiries.....0800 377 774
Overdue Tax & Returns.....0800 377 771

CHILD SUPPORT

(When parents are living apart)

Child Support Enquiries.....0800 221 221
Facsimile.....WN-802 8185

**COMPLAINTS MANAGEMENT
SERVICE**

(Hours of service 8am-5pm Mon-
Fri)

PO Box 1072 Wgtn.....0800 274 138
Facsimile.....WN-474 7243

POSTAL ADDRESSES

Payments.....Box 39050, Wellington
Returns.....Box 39090, Wellington
Other.....Box 39010, Wellington

NATIONAL OFFICE

PO Box 2198 Wellington
Operator.....WN-473 0920
Facsimile.....WN-473 2815
Ministers Office Parliament
Bldg.....WN-471 9990

Anonymous Information Line

.....0800 377 774

Use the page that shows phone listings for some Government Departments to answer the following questions:

a) What is the website address for the Human Rights Commission?

b) Write down the address that you would send a letter to for the Lower Hutt Office of the Ministry of Housing.

c) What are the hours of service for Inland Revenue phone enquiries on a Saturday?

d) What is the phone number for enquiries about student loans?

e) What does the Inland Revenue Department ask you to have ready, before ringing them to make an enquiry?

f) In which **three** cities are offices for the Tenancy Services to be found in this directory?

1.

2.

3.
