How to download a copy of your Income Summary from the IRD website:
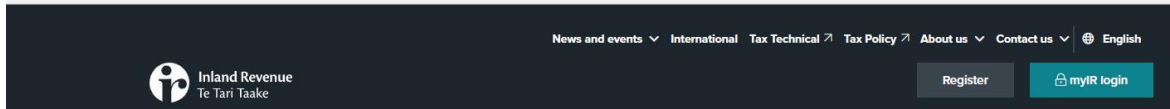
1) Go to the IRD website www.ird.govt.nz
2) Login to myIR – you will need to register first if you don't have an account

3) Once on your home page
   Click on **Income Tax**
   Click on **More..**

4) Once **More** screen opens
   Under **My Income** click on Print **Proof of Income**

5) Under Income Period choose **Last 12 months** and click **Print proof of income**