The Tax Lady End of Year Checklist MYOB/Xero Clients

Information required to complete Financial Accounts and Tax Returns for the tax year ended 31 March......Your Details:



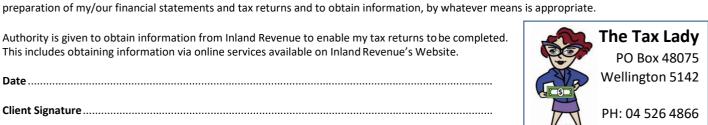
Name: Address:									
Phone	e:	Mo	Mobile:			IRD Number:			
Email	•								
	Details for IRD Refu								
	Bank Bran		Accoun	t Number			Suffix		
	nancial accounts u would also like							OSTED:	
Did	I you receive income interest or Dividends Overseas Pension Pla Partnerships Overseas Income (Income Self-Employment Shareholders Salary Independent Earner PAYE Income Rental Property Estates or Trusts Other Cash Income Barter Card Transact	s	ement			No Yes		se attach details) plete rental checklist	
Ge	neral						Tick	if attached	
A.	Have you paid premiums If yes, you should have b Please provide a copy of	een provided with a			•	our insurance o	company.		
B.	Have you made any dona If yes, please include all o			n claim these f	or you.				
C.	Lump sum payments and pensions from overseas superannuation funds maybe taxable income in New Zealand. Please ensure you discuss or advise us of any overseas funds you have or have received benefits from.								
D.	Are you Settlor, a Trustee	e or a Beneficiary of	a New Zealand	l or Overseas Ti	rust?				
E.	Did you receive a Covid-1	19 subsidy pay out?	Please give the	date and the a	mount received.				
F.	If there are any other ma position that are not include								

Sec	Section 2 Tick if attached					
Stock on Hand						
If ove	er \$5,000					
A.	Stock should be valued at cost excluding GST and exclude any obsolete items. Select lower of: Cost/Selling Price/ Replacement Value Value of stock at 31 March \$					
В.	Have you written off a substantial amount of stock that will affect your gross profit? You must have physically dumped any stock that you have not valued If yes, please provide details. \$					
	Please note that if you estimate your stock to be less than \$5,000 at the end of your income year, you may har the option of not physically counting your stock. In these circumstances we will assume that your closing stock the same as your opening stock. Please indicate if you would like to use this option. (Please note that if your annual turnover is more than \$1.3 million, you are not able to use this option).					
W	ork in Progress					
	you have any work in progress as at 31 March? If yes, please provide calculations or amounts \$					
	Work in progress (cost prices excluding GST) is work you have substantially completed but have not yet invo It should not be included in your stock take. If purchases and other expenses have been included in work in progress variations but not yet paid for, then they should be included in your creditors listing.	iced.				
Veh	nicle Logbooks (Unless already supplied)					
If you are a company, do you have a company owned vehicle that is available for private use?YES/NO						
If you	are an individual, do you use your vehicle for business use?	YES/NO				
The pr	roportion of motor vehicle business use as established by your vehicle logbook(s) is/are?					
	le Description					
	nal Cost					
_						
Busine	esskm Totalkm Percentage Businesskm	km				
Speed	dometer readings:					
Speed	dometer reading at 31 March Speedometer Reading at 31 March Speedometer Reading at 31 March					
	e note that a detailed and accurate logbook must be completed for a three month period every three years or nited to a maximum of 25% of expenses incurred.	vehicle expense claims will				
Hon	ne Office Allowance					
If part of your home is set aside principally for use as an office/workshop/storage area.						
The annual total of the following expenses are, required in order to complete this calculation						
	Corporate Fees					
	nce					
	st (on Mortgage) Rent (if property not owned)					
Please provide the following details (unless already supplied and has not changed from last year):						
Total floor area of the house m2 Total floor area used for business m2						

Section 3	
Independent Earner Tax Credit Entitlement This credit can be available to taxpayers earning between \$24,000 - \$48,000. To help us establish if you are entitled to the Independent Earner Tax Credit please	e answer the following questions.
Are you a NZ tax resident?	YES/NO
Are you or your partner receiving working for families tax credits?	YES/NO
Are you receiving an overseas equivalent of working for families tax credits?	YES/NC
Are you receiving:	
Income tested benefitYES/NO New Zealand Supe	erannuationYES/NC
Veteran's Pension	nt of theseYES/NO
Please note your entitlement to IETC is determined monthly. This means that if you won't qualify to receive the IETC for the entire month. We will calculate the amount	
Section 4	
I/We hereby authorise The Tax Lady to complete the compilation of financial statem year end 31 March	to the collection, classification and summarisation of

Pursuant to the Privacy Act 1993 I/We authorise The Tax Lady to obtain whatever information is required from third parties to complete the

Authority is given to obtain information from Inland Revenue to enable my tax returns to be completed. This includes obtaining information via online services available on Inland Revenue's Website.



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