

2020 - Client Year End Questionnaire

Please work through the items listed in the Checklists below and tick off as you gather the records. Attention to this will assist us in compiling your Financial Statements and Tax Returns, so that we can efficiently minimise your taxation compliance costs.

General Details:

Name(s):

Date of Birth:

Postal Address:

.....Postal Code:.....

Physical Address:.....

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Bus Ph No: Hm Ph No: IRD No:.....

Fax No: Email:

Bank Account Details (required for the IRD)

Account Name:

Account Number:

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Bank

Branch

Account Number

Suffix

Please refer only to the following sections that apply to you: **Section One** (Personal), **Section Two** (Business), **Section Three** (Rental), **Section Four** (Farming).

Section One – Personal

Income Received. Please advise details of the following:

- Primary Occupation. (e.g. Wages and Salaries)
- Interest & Dividends. (Please attach certificates)
- Overseas Income. (Please attach relevant information)
- Other Income (e.g. Estates, Trusts, etc.)

Foreign Investment Fund Regime. Provide full details of all overseas equity investments (i.e. Shares, Investment Trusts, Managed Funds, etc) as detailed below:

- Market Values as at 31 March 2019 and 2020.
- Investments bought and sold in the 12 months ending 31 March 2020.
- Gross Income including PIE income received together with any attached Foreign Tax Credits, Imputation Credits, NRWT Credits and RWT Credits.

[If you need clarification of what information you need to provide, please contact us directly.]

PTO

Family Assistance. If you received or were entitled to receive Family Assistance during the year, please provide the following information:

- IRD Statement of Family Assistance received.
- Estate/Trust Income details where either you or your children are Trustees or Beneficiaries.
- Company Taxable profits where either your Family Trust, you personally or your children hold more than 10% of the Shares in the Company.
- Your Dependent Children:

Name	Date of Birth	IRD Number
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- Did any of your children leave school or become financially independent during the last financial year? Who? When?.....

Rebates.

- Donations/School Donation Fees** (please attach receipts & IRD Rebate form).
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Other.

- New Investments.** Please supply details of shares, term deposits, managed funds, PIEs, etc, or sale or withdrawal of any investments.
- Student Loan.** If any of your family have received student loans, they will have to provide details for their tax returns.

I/We authorise Garden City Business & Tax Ltd to complete my/our financial statements and tax returns.

Please Sign, Date and Return your Questionnaire and return with your records.

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Signature

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Signature

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Date