

EASTWOOD BOURKE LIMITED

Level 1, 16 Perry Street,
Masterton 5810, New Zealand

Director: Gerard B. Eastwood CA, BBS

Phone: (06) 377 2300
Fax: (06) 377 2150
Mail: P.O. Box 138, Masterton 5840
Email: office@eastwoodbourke.co.nz

Solutions for Business

Website: www.eastwoodbourke.co.nz



CHARTERED ACCOUNTANTS
AUSTRALIA + NEW ZEALAND

13th April 2019

Dear

TAX RETURN CHECKLIST 31st March 2019

Enclosed is a tax return checklist. The checklist is an important first step to:-

- **Allow you to give us the details we require.**
- **Remind you of your responsibility to provide accurate and complete information.**

Please use this checklist to help you provide us with all relevant tax return information necessary for us to complete your tax return.

Please provide this information as soon as convenient.

If you need help please feel free to ring or email me, or Joanna Gundersen (jo@eastwoodbourke.co.nz)

Yours faithfully

GERARD EASTWOOD
EASTWOOD BOURKE LIMITED

Email: gerard@eastwoodbourke.co.nz

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TRUST TAX RETURN CHECKLIST

Year Ended 31 March 2019

To accurately complete your trust's tax return for the year please provide the following information:

INCOME

INTEREST & DIVIDENDS: Please provide dividend and interest advice slips to show income earned and withholding tax & imputation credits paid on your behalf. .

OTHER INCOME (attach a schedule with details including expenses where applicable):

* Rents	* Overseas Income	* Partnership, Trusts or Estates	* Other
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TRUST DEED

Have there been any changes to the trust deed? If so, please provide us with a signed copy of this.

TRUSTEES

Were there any changes to trustees during the year? If so, please provide us with details.

GIFTS

Did your trust receive any gifts during the year?
If so, please provide us with a copy of the Deed of Gift for each gift made.

PROPERTY BOUGHT OR SOLD

Did your trust buy or sell any property during the year?
If so, please provide us with the sale or purchase agreement and the settlement statement.

OVERSEAS SHARES

Did your trust have overseas shares that cost more than \$50,000NZ as at 31st March 2019?
If so, please supply details.

INVESTMENTS

Please provide a list of the current Trust Investments at balance date & changes during the past year.

DISTRIBUTIONS

Has the Trust made any distributions to beneficiaries during the year?
If so, please supply details.

TRUSTEE RESOLUTIONS

Have there been any trustee resolutions signed by trustees during the year which we are not aware of?
If so please provide us with copies of the signed documents.

Please complete this checklist and return with your tax information. When we have completed your tax return you will be requested to sign the declaration on the return to confirm that the tax return is complete and accurate. Once signed and returned to us your tax return is then sent electronically to Inland Revenue.