

## Accounting Services

- ✦ **Annual Financial Statement:** We provide accounting to farming, business, retail, service industries, professions, & investment activities
- ✦ We can provide **regular management financial reports**, usually 2 or 6 monthly to match GST reporting periods.
- ✦ **Farm Accounting:** This is a specialised area with specific business, financial & tax issues.
- ✦ **Due Diligence:** critical review of the financial information of a potential business acquisition.
- ✦ **Payroll, Accounts Receivable & Payable.**

## Business Advisory Services

**Business Startup:** including a suitable business structure, business plan & cash flows, identify finance requirements, register with IRD, establish accounting & management systems.

**Management, Mentoring & Advisory Services:** We can assist with ongoing management, including employment, job costing, & other business advice.

**Capital Restructuring.**

**Investment & Capital Expenditure appraisals.**

**Financing Applications:** We can identify debt funding requirements & assist your application to present financial information for a positive result.

**Setting up internal accounting systems and procedures:** Review current systems, suggest solutions, & assist setup of new systems.

**Succession, Retirement, & Estate Planning.**



Gerard Eastwood **BBS, CA** Director

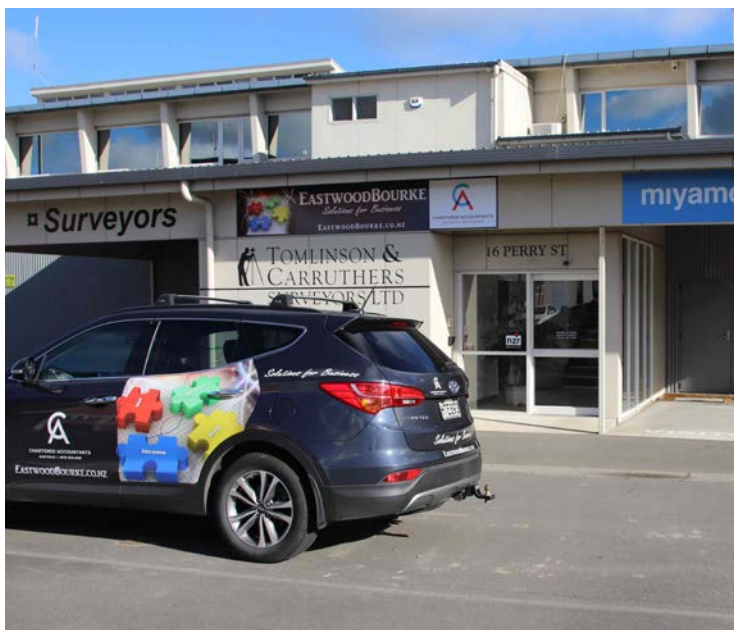
**EASTWOOD BOURKE LTD**

### **OUR OFFICE:**

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# EASTWOOD BOURKE

LIMITED

## OUR SERVICES

All enquiries welcome. For more information about us & our services visit our website

[www.eastwoodbourke.co.nz](http://www.eastwoodbourke.co.nz)



**CHARTERED ACCOUNTANTS**  
AUSTRALIA + NEW ZEALAND

# EASTWOOD BOURKE LIMITED

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## Companies

We recommend company structures be used for many business activities. They do have increased compliance costs & specific tax issues to manage.

Companies should be used with comprehensive professional support (throughout the life of a company – from formation to liquidation). We can undertake the following tasks:

- ✦ **Company Formation.**
- ✦ **Company Administration:** including minutes & director certificates; filing annual returns; upkeep of statutory records; dividend statements & Imputation Credit Account.
- ✦ **Share Capital Increases or Reductions.**
- ✦ **Company Amalgamations.**
- ✦ **Company Liquidation:** We can document & manage the process (including IRD approval).

## Trusts

We often recommend Trust structures for passive investment ownership for the benefits of Asset Protection, Tax Efficiency, & Succession Planning. Trusts are a specialised structure that should be used with comprehensive professional support. We can assist with:

- ✦ Advising on the suitability of a Trust for you.
- ✦ Liaising with your lawyer during the process of Trust Formation & ongoing administration.
- ✦ **Trust Administration:** We can provide ongoing Trust administration services (closely aligned to accounting & tax compliance).
- ✦ **Independent Professional Trustee:** We will consider new appointments using our trustee company (subject to minimum criteria).

## Tax Compliance

- ✦ **Income Tax:** return preparation, filing & tax payment management. For partnerships, companies, trusts, and individuals.
- ✦ **GST:** We can complete GST return preparation & filing to IRD - adding only a small fee increase as GST is an integral part of business accounting.
- ✦ **Imputation Credit & Dividend RWT Returns:** Best left to us to ensure company dividend distributions are matched to tax paid.
- ✦ **Other Tax Services** we provide include -
  - **Donations Rebate Claims**
  - **RWT on Interest**
  - **Fringe Benefit Tax**
  - **IRD Audits:** We can assist clients throughout the process of IRD audits.

## Tax Planning & Advice

We can provide up to date practical tax advice:

- ✦ All tax types - Income Tax, Family Assistance, GST, FBT, PAYE, Imputation, RWT.
- ✦ Advice on tax consequences of property or business sale & purchase transactions.
- ✦ Review of the tax issues of your existing business activities.

## Budgeting

Every business should know where they are now, and where they expect to be in 12 months and 5 years time.

Our budget models allow comprehensive budget preparation for a single year or multiple years. These report monthly & annual business activity (income & expenditure), then apply assumptions to report projected monthly cash flows and end of year Financial Position. We encourage budgeting to promote a forward thinking focus to financial reporting, management, debt servicing, tax planning, & profit distribution.

## Computer Accounting Support

We work with all accounting programs. We have experience with MYOB, Banklink, CCR Cash Manager (Business & Rural), & Xero.

We are Xero Software trained & certified. We recommend Xero as the most efficient choice for our clients and for us completing end of year financial reports. We can arrange Subscription & setup of Xero for your business.

## Business & Share Valuations

We can undertake business or share valuations to provide our assessment of current market value.

If a full independent valuation is required, & we can establish independence, we will complete such engagements to NZICA professional standards.