

NATIONAL ACCOUNTANTS LIMITED

Trusts Supplementary Tax Return Checklist for Year Ended 31 March 2024

Please complete and sign for every trust. Read through the following carefully and provide us with the additional data as required to help us prepare your trusts tax return.

Client: _____

The following information may be required to complete your tax return. If applicable, Please tick the appropriate space and provide details or write details in the space provided.

New Reporting Requirements:

From the March 22 (1.4.21 to 31.3.22) income year inclusive most NZ trusts must:

1. File an income tax return. _____
2. Comply with additional disclosures (as set out in s59BA of the Tax Administration Act 1994), and _____
3. Prepare financial statements. _____

Non-Active complying Trusts with no income are exempt from these 3 requirements.

Additional Disclosures:

1. A statement of profit and loss and a statement of financial position. _____
2. The amount and nature of all settlements made to the trust in the income year (Excluding minor services incidental to the activities of the trust provided at less than market value). _____
3. The name, date of birth, jurisdiction of tax residence, and tax file number/Taxpayer Identification Number(TIN) of all settlors who have made a settlement on the trust in the income year, or settlors whose details have not previously been supplied to Inland Revenue. _____
4. The amount and nature of all distributions made by trustees of the trust in the income year. (Excluding minor, non-monetary distributions that are incidental to the activities of the trust) _____
5. The name, date of birth, jurisdiction of tax residence, and tax file number/taxpayer identification number, of all beneficiaries receiving such a distribution. _____

6. The name, date of birth, jurisdiction of tax residence, and tax file number/taxpayer identification number, of each person having a power of appointment under the trust Deed. (Including the power to appoint or dismiss a trustee, add or remove a beneficiary, or amend the trust deed). —

There are 2 levels of financial reporting requirements for trusts:

A simplified reporting trust has:

- A. Assessable income of less than \$100,000 in an income year. —
- B. Deductible income of less than \$100,000 in an income year, and —
- C. Total assets of less than \$5 Million. —

Financial Statement requirements for Simplified Reporting Trusts:

1. A statement of Financial Position (showing assets and liabilities of the trust using one or more of 3 specified valuation methods, and state which type is used). —
2. A statement of profit and loss (showing income derived and expenditure incurred). —
3. Using the double-entry method of recording transactions, and —
4. Disclose the type of valuation principle adopted for shares/ownership interests, land and buildings. —

Financial Statement requirements for trusts that are NOT Simplified Reporting Trusts:

1. Including the above 4 requirements for simplified reporting trusts. —

Additional Requirements:

2. Be prepared applying the principles of accrual accounting. —
3. Include a statement of accounting policies. —
4. Disclose comparable figures for the previous income year to the extent that the Trustee has that information. —
5. Include a reconciliation between the profit and loss in the statement of profit and Loss to taxable income. —
6. Include an appropriately detailed schedule of the trust's fixed assets and depreciable property used for tax purposes. —

7. Disclose details of any below market value transactions between a trustee and an associated person (aside from minor transactions incidental to the trust's activities) including the person's name, the nature of the association, the nature of the transaction and the amounts involved. —

Additional information

Settlors/Beneficiaries Name and tax residence	Date of Birth	IRD Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Other Details

Please attach additional information to this checklist if needed.

DECLARATION

Please complete my Tax return based on the information contained in this questionnaire. I also give you my full authority to contact my Bank or any other financial organisation, my lawyer, WINZ and the Inland Revenue Department for any purposes relating to my affairs. This authority also applies for the client linking system with IRD (for all tax types) and yourselves as Tax Agents. I accept responsibility for the accuracy and completeness of the information supplied and used in the preparation of my income tax return. I further accept responsibility for all judgement decisions made in respect of my taxation affairs and will not hold your firm responsible should IRD subsequently challenge any aspects of the tax return.

ACCOUNTANCY FEE

I understand fees for preparing my tax return and any related accounting and for all consultations are charged on the basis of the time taken to do my work and the degree of knowledge and skill of your staff members involved in the assignment.

Signed _____ Dated ____/____/____