



# Non-Trading Tax Return

Year End 31<sup>st</sup> March 2024

Name of Non-Trading Entity	IRD Number	Date trading ceased

## Non-Trading Entity

If you have a company, partnership of trust, which has not actively traded within the tax year you may still be required to complete an Income Tax Return for that year. If the company has been dormant for only part of the year, you are required to identify the period when trading ceased.

Under section DA 1 of the Income Tax Act, deductions for expenditure may only be claimed to the extent in which it was incurred while carrying on a business for the purpose of deriving income.

## Important things to remember

We will not begin working on your Tax Return and Financial Statements until **ALL THE INFORMATION** in these worksheets have been filled out entirely despite how well we know you and your circumstances.

Please provide copies of the requested documents and ensure you keep the originals. You are required to keep these records for a minimum of seven years.

All information and worksheets can be emailed to:

**reception@borriegrup.co.nz**

or delivered to:

**1017 Heretaunga Street East, Parkvale, Hastings 4122**

# Privacy Act Authorisation

I instruct Borrie Financial Group Limited to prepare my financial statements and tax return(s) for the year ended specified on page one. I undertake to supply all information necessary for this engagement and to be responsible for the accuracy and completeness of such information.

I understand that I am required to keep all tax records including receipts, vehicle logs and home office workings for a period of seven years. I will retain the original of all records provided to Borrie Financial Group for this period and will not require records to be returned to me.

I understand that the financial statements (if required) are to be prepared for taxation purposes (to determine my tax liabilities) only.

## **Authorisation to obtain information subject to the Privacy Act**

I authorise Borrie Financial Group Limited to communicate with the IRD, ACC, appropriate bankers, solicitors, finance companies and other persons or organisations to obtain such further information as is required to carry out the above engagement. This authorisation will stay in place until cancelled by either party in writing.

**The information that I have provided in this questionnaire and checklist and any other source is true and correct.**

Name:

Signature: \_\_\_\_\_

Date: