

FARMING INFORMATION

PLEASE NOTE: *The Penalties Regime came into effect on 1 April 1997. It is the taxpayer's responsibility to ensure that all information is true and correct!*

Please answer **ALL** questions, whether yes / no / not applicable.

Have you included the following information with your records?

Where appropriate, please indicate whether GST inclusive or exclusive.

RECORDS REQUIRED

YES/NO/NA

Bank Statements for the full year for all business accounts

Cheque Butts for the full year for all bank accounts as supplied above

Cash Expenses fill in attached schedule

Deposit Details for the full year for all bank accounts as supplied

Cashbook complete with reconciliations – if applicable

GST Returns and detailed work papers for the full year

FBT Returns and workings for the full year – if applicable

Wages and PAYE tax summary for the year

We require all details of wages paid, together with wages book, employer deduction receipts (IR345) and employer monthly schedules.

Interest & Dividends received certificates showing RWT / imputation credits

Stock Firms / Dairy Company Statements and invoices for full year

STOCK ON HAND

Livestock on Hand please complete details on attached schedule

Produce on Hand if you have wool, grain, maize, blueberries, tomatoes or store any other produce on hand, but not sold at balance date, please provide details

REBATES

Please provide advice notices for any rebates received, e.g. stock firms, diesel, fertiliser

ACCOUNTS RECEIVABLE

Debtors (people who owe you) as listed below

\$ _____
GST Incl/Excl

_____	\$ _____
_____	\$ _____
_____	\$ _____

ACCOUNTS PAYABLE

Creditors (people you owe money to) per attached schedule

\$ _____
GST Incl/Excl

CASH INCOME NOT BANKED

Was there any cash on hand at balance date?
(Income received but not yet banked)

\$ _____

Provide details of any income that was banked to an account other than your usual farm bank account.

OVERDRAFT FACILITY

Limit Available \$ _____

Current Overdraft Interest Rate _____%

LOANS/MORTGAGES

We require the balances of any loans/mortgages owed by you as at your balance date.

Most lenders provide statements or annual certificates showing repayments during the year and the current balance. Please provide these details.

If you have raised any new mortgages, loans or hire purchase contracts, please provide all details as to where funds were used, and the current interest rate, term, repayment structure and security.

Please detail how loan/s are secured, e.g. assets, personal guarantee.

LAND AND BUILDINGS

If you own land/buildings, you may have received an updated rating valuation.

If so, please provide a copy of the valuation notice.

Land Value \$ _____

Capital Value \$ _____

SALE AND PURCHASE OF FIXED ASSETS

Provide details of purchases and/or sales of vehicles, plant & equipment, land, buildings on attached schedule.

In particular, if land and/or buildings were purchased / sold, please supply the solicitors' settlement statements and Sale and Purchase Agreements.

NEW ZEALAND AND OVERSEAS SHARES
(including Dairy Company, AFFCO, fertiliser companies etc.)

Have you bought or sold any shares during the year?

YES/NO/NA

Please list details of shares purchased and or sold during the year.

Company Name	Quantity	Cost \$	Sale Value \$

Overseas Investments

Do you have any overseas investments?

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If so, please provide a list showing the type of investment, the number of shares, the country in which the investment is held, the original cost and if possible the market values as at 1 April 2010 and 1 April 2011 **OR** please attach this information from your Investment Advisor.

Type of Investment	No of Shares	Country	Original Cost	Market Value at 01.04.10	Market Value at 01.04.11

If you received any overseas income, please provide details of gross income and any taxes paid overseas.

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Did you receive any distributions from Unit Trusts?
 Please attach advice notes.

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OTHER DETAILS REQUIRED

Motor Vehicles If you have kept a log-book for your vehicle, please provide details of the portion that is private. (You must keep a log-book for a 3 month period every 3 years to justify this). _____ %
Private Portion

Goods Own Use Have you taken any goods for private use e.g. stock or other goods included in farm expenses. If so, please provide the value at cost. \$ _____
GST Incl./Excl

Private Portion Expenses Were there any private expenses paid from the farm bank account? e.g. private tolls / electricity / car expenses etc. If so, please ensure that the private portion is clearly detailed on cheque butts / cashbook.

Farm Expenses Did you pay any farm expenses from personal funds, e.g. petrol, stamps etc.? If so, please provide details of amount and nature of expense.

Insurances Please provide the original or copy of insurance premium invoices (vehicles, buildings, contents etc.) issued by your insurance company or broker at time of renewal.

Have you paid Mortgage Protection Insurance, Income Protection / Accident & Sickness Insurance, Key Employee Insurance, Temporary Life Insurance (securing a term loan/mortgage)?

Please provide a copy of the policy document as the Trust **MAY** be entitled to a deduction for the amount of the premiums paid.

Dividend/Interest RWT Paid If you paid dividend or interest RWT to the Inland Revenue Department, e.g. on loans from family members, please supply pay-in slips and the annual reconciliation statement.

Other Benefits Did you provide any of the following types of benefits to employees:

		Value
Subsidised Transport	Yes/No	_____
Telephones-Mobiles etc (if yes, Percentage of private use)	Yes/No	_____ %
Goods/services for own use	Yes/No	_____
Housing Rent	Yes/No	_____
Employer paid child care	Yes/No	_____
Loans	Yes/No	_____

2011 LIVESTOCK ON HAND

CATTLE ON HAND

Closing Stock Numbers

Rising 1yr Heifers	_____
Rising 2yr Heifers	_____
Mixed Age Cows	_____
Rising 1yr Steers	_____
Rising 1yr Bulls	_____
Rising 2yr Steers	_____
Rising 2yr Bulls	_____
Rising 3yr/older Steers	_____
Rising 3yr/older Bulls	_____
High Priced Breeding Bulls	_____
TOTAL	=====

Calves Born _____

Cattle Deaths _____

Please indicate applicable breed:

Beef breeds and beef crosses

Friesian and related breeds

Jersey and other breeds

NOTE: If you have more than one breed, please indicate breed type next to stock numbers.

GOATS ON HAND

Closing Stock Numbers

Rising 1yr Does	_____
Rising 2yr Does	_____
Mixed Age Does	_____
Rising 1yr Bucks (non-breeding)/Wethers	_____
Bucks (non-breeding)/Wethers over 1yr	_____
Breeding Bucks	_____

TOTAL **=====**

Kids born _____
Goat deaths _____

Please indicate applicable breed:

- Angora, Angora Cross (Mohair-producing)
- Other Fibre and Meat Producing (Cashmere/Cashgora)
- Milking (Dairy) Goats

NOTE: **If you have more than one breed, please indicate breed type next to stock numbers.**

2011 BLOODSTOCK
Please list names under each category

STALLIONS

MARES

YEARLINGS AND 2 YR OLDS

PROGENY (born 2010) – include amount of Service Fee

SALES

Date	Name	\$

PURCHASES

Date	Name	\$

TRANSFERS FROM NEW ZEALAND

Date	Name	\$

TRANSFERS TO NEW ZEALAND

Date	Name	\$