

# 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

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**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.

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**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        \$ \_\_\_\_\_

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**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.

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**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 2008 and 1 April 2009 **OR** please attach this information from your Investment Advisor.

Type of Investment	No of Shares	Country	Original Cost	Market Value at 01.04.08	Market Value at 01.04.09

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	_____

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**2009 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	_____
<b>TOTAL</b>	<b>=====</b>

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.**

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**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.**

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**2009 BLOODSTOCK**

Please list names under each category

**STALLIONS**


**MARES**


**YEARLINGS AND 2 YR OLDS**


**PROGENY (born 2008) – include amount of Service Fee**


**SALES**

Date	Name	\$

**PURCHASES**

Date	Name	\$

**TRANSFERS FROM NEW ZEALAND**

Date	Name	\$

**TRANSFERS TO NEW ZEALAND**

Date	Name	\$