

Financial Statements – 2009

Trust Questionnaire

Taurus Ref:

Ensure this questionnaire is completed and included with your records

Client Name:		Phone:	
Balance Date:		Fax:	
Email:		Cellphone:	
Physical Address:			
Postal Address:			

To: Taurus Group Ltd

You are hereby authorised to communicate with my/our bankers, solicitors, finance companies and all government agencies to obtain such information as you require in order to carry out the preparation of my/our financial statements and tax returns.

I/We authorise you to act as my/our Agent for Inland Revenue Department matters, and to have access to all tax types and all tax information pertinent to the completion of my financial statements and tax returns.

Signature _____

Date _____

Records Required For 12 months to Balance Date	<input checked="" type="checkbox"/>	Comment
Gift Statements		
Please provide details of any gifting done through the financial year. This includes the following; <ul style="list-style-type: none"> • Copy of gift statement • Copy of deed of acknowledgement of debt • Copy of deed of forgiveness of debt. (These are prepared by either your solicitor or by Taurus Trustee Services Ltd).	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Solicitor Name _____
Interest Received		
An Interest Withholding Tax Deduction Certificate (IR15) will be sent to you by your bank, or other financial institutions, indicating the amount of tax deducted from interest earned.	<input type="checkbox"/>	
Dividends Received		
A dividend payment advice will accompany dividend cheques indicating withholding tax deductions or imputation credits.	<input type="checkbox"/>	

Other Income & Expenses		
Rents Received Please complete Rental Questionnaire.	<input type="checkbox"/>	
Business Income Please complete Business Questionnaire.	<input type="checkbox"/>	
Overseas Investments Details of all foreign investments and income.	<input type="checkbox"/>	
Accounts Receivable (Debtors) – See attached Schedule 1		
All accounts or amounts owing to you at balance date should be scheduled	<input type="checkbox"/>	
Accounts Payable (Creditors) – See attached Schedule 2		
All accounts or amounts owing by you at balance date should be scheduled	<input type="checkbox"/>	
Research & Development (new for 2009) Did you spend more than \$20,000 on “Research & Development” for the year? If yes, please provide details Note: R&D activities are: <ol style="list-style-type: none"> 1. Carried on for the purpose of acquiring new knowledge or creating new or improved materials, products, processes or services 2. Are systematic, investigative and experimental activities, and 3. Seeking to resolve scientific or technical uncertainty OR involve an appreciable element of novelty Did you receive any government grants in relation to these activities? If Yes, please supply details – eg copy of documents, invoices provided etc. Briefly describe the nature of these activities (we will contact you to discuss further if you meet the criteria to be eligible for R&D tax credits.) <hr/> <hr/>		
Other Information		
Details of anything else we should be aware of in relation to the preparation of your accounts. <hr/> <hr/>		

**Thank you for completing this questionnaire
Don't forget to sign it on page 1**

Schedule 1 – Accounts Receivable (Debtors)
Amounts owing to you at 31 March 2009

Name of Debtor	Description of Sale	Code	Net Amount	GST	Total Incl GST
Totals					

Schedule 2 – Accounts Payable (Creditors)
Amounts owing by you at 31 March 2009

Name of Creditor	Description of Goods	Code	Net Amount	GST	Total Incl GST
Totals					