MARTIN DAVIDSON
& ASSOCIATES LIMITED

ACCOUNTANTS & TAXATION CONSULTANTS

Trust Client Checklist for the Tax Year 01/04/2021 - 31/03/2022

The following client checklist details the relevant information required by us to prepare your financial statements & tax returns efficiently and in a timely manner for year ended 31 MARCH 2022. Please print this checklist & answer ALL questions relevant to your Trust affairs. Place your completed checklist as the front page before hard copies of documents / file(s) to enable our administration team to check & assist should you have any missing / incomplete information. If you have any questions about the checklist please do not hesitate to contact Shelley from our admin team and she will assist - shelley@martindavidson.co.nz or call 09 294 6262. We will return ALL documentation to you on the completion of your financial accounts & taxation filing obligations.

As part of the new reporting requirements for domestic trusts from 1 April 2021 we require the following information to complete your Trust Tax Return this financial year.
IMPORTANT - we are unable to file your 2022 Trust Tax Return until we have the following information
Please note - collating and providing this additional information to the IRD will increase your annual fee. The more information you can provide up from, the earlier it will be for us to submit this information.

Income and expenses	Yes	No
Does your Trust have more than $100k of assessable income?	☐	☐
Does your Trust have more than $100k of deductible expenditure?	☐	☐
Does your Trust have total assets in the Statement of Financial Position (including both private and income producing assets) valued at less than $5 million as at balance date?	☐	☐

Assets	Yes	No
Please review last year Trust Financial statements and confirm all Trust assets are included in the Depreciation Schedule	☐	☐

If your answer to the above question is no, list missing assets and market value

Assets	Market Value

Trust Deed	Yes	No
Has there been a variation to your Trust Deed since we last received a copy?	☐	☐
Forward copy of Variation of Trust Deed	☐	☐

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Settlement on Trust

Have any settlements been made to the Trust this financial year? Include details of the nature and amounts

Settlor & Nature of settlement	Amounts

Benefits and distribution

	Yes	No
Has the Trust given any benefits to any beneficiaries this financial year? For example - staying in the family bach for free	☐	☐

Name beneficiaries who received benefit(s)/distribution(s) from the trust including the nature and amount

Name of beneficiaries and nature of benefits/distributions	Amount

Trust Information

Please complete the following details

Settlor information

Full Name	DOB	IRD number	Tax Residency

Trustee information

Full Name	DOB	IRD Number	Tax Residency

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Beneficiary information

Full Name	DOB	IRD Number	Tax Residency

Person with Power of Appointment

Full Name	DOB	IRD Number	Tax Residency

Year End Accounts	Yes	No
If you wish to receive a printed copy of your annual accounts, please indicate here	☐	☐
Would you like to meet to discuss your completed Financial Statements and Tax Returns?	☐	☐