

TURNER ACCOUNTING LIMITED - 2008 CHECKLIST

CLIENT NAME : _____

A: PERSONAL INFORMATION REQUIRED YEAR ENDING MARCH 2008

If you have any questions, please phone or email us prior to finalising these details.

1. Did you receive income from any of the following sources? If so, please (✓) and provide details:

- | | | | |
|---|--------------------------|-----------------------------|--------------------------|
| Benefit, Commissions, Family Support, ACC etc | <input type="checkbox"/> | Wages/Salary as an employee | <input type="checkbox"/> |
| Interest/Dividends | <input type="checkbox"/> | National Superannuation | <input type="checkbox"/> |
| Estate/Trust | <input type="checkbox"/> | Other (provide detail) | <input type="checkbox"/> |

2. Summary of Earnings.

The IRD will issue this to taxpayers who have source deducted tax on earnings. If you have a copy of this please attach. For clients on our agency IRD advise us directly.

3. Foreign Investments.

Do you have overseas investments in excess of \$50,000 (excluding investments in Australian publicly listed entities). If yes, please provide details of when the investment was acquired, the cost price, market value as at 1/4/07 and market value at 31/3/08.

4. Spouse's Earnings.

Do you wish us to prepare your spouses returns? If yes, enclose detail of income for year.

5. Share Trading.

Have you been involved in significant volumes of share/future tradings? If so, attach all details. Please also provide full details of interest paid on money borrowed to acquire shares.

Employee Profit Share / Share Purchase / Share Option Scheme
If you receive any benefit under any such scheme please attach details.

6. Loss of Earnings Insurance.

Premiums paid on Loss of Earnings insurance policies (except agreed Value Policies) are deductible against your income. Please supply details.

7. Are you liable for child support payments? Yes / No

8. Personal Tax Rebates

Did you make any donations of \$5.00 or more to an approved charity? If so attach receipts.
Did you pay for childcare or a housekeeper? If so attach receipts.
Was your income before tax less than \$2,500?

Please enter Bank Account details to enable your refund to be direct credited:

BANK	-	BRANCH	-	ACCOUNT NUMBER	-	SUFFIX
<input type="text"/>		<input type="text"/>		<input type="text"/>		<input type="text"/>

Please ensure that you sign the terms of engagement on the attached page.

B: RENTAL QUESTIONNAIRE YEAR ENDING MARCH 2008

Property Transactions.

Please provide full details of land and building purchases and sales over the last year.

Property Rental

Please provide details of property at _____

Rent Received,

Expenses paid, including rates, insurance, repairs, improvements and other expenses,

Details of chattels purchased, disposed, or sold,

Details of any new properties purchased or sold, please provide Sale and Purchase Agreements, including Solicitors Settlement Statements,

* If the building is sold at a price higher than book value, depreciation recovered will become taxable income.

Please supply details including copies of annual mortgage/loan account statement from Lenders.

Travel to inspect the property is generally deductible. Please advise either direct costs or kilometres travelled in the year.

C: TRUSTS.

Please provide:

Copies of gift statement.

Details of any investments or realizations during the 12 months

Details of any expenditure on child beneficiaries that are above and beyond providing basic necessities of life, whether paid via the trust or otherwise.

Is there any other information that you consider relevant to the preparation of your Income Tax Return? (Please give details and/or attach relevant documentation)

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Has there been any changes to your address or contact details over the past 12 months.
(Please provide details of changes in residential address, phone, fax or email).

WE'RE HERE TO HELP

Contact us if you have any questions or require assistance
compiling end of year records on Wellington 385 - 2250