



Evelyn Mae
Limited

2018 TRUST QUESTIONNAIRE

If the trust owns a rental property please complete the rental questionnaire as well
Some of these items will be duplicated on each questionnaire

NAME:

Circle Answer

1 BANK STATEMENTS – ALL Trust bank accounts

For all accounts for **the full year** from 1 April 2017 to 31 March 2018

Supply -	Cheque Account	Yes	No	N/A
-	Savings Account	Yes	No	N/A
-	Other Account	Yes	No	N/A
-	Credit Card	Yes	No	N/A

OR CASHBOOK – provide summary and detailed cashbooks and ledgers Yes No N/A

2 CHEQUE AND DEPOSIT BOOKS

For all accounts for the year. Check accurate descriptions are on the cheque and deposit butts – **ALTERNATIVELY** – write details on each line of bank statements

Yes No N/A

3 LAST CHEQUE WRITTEN

What was the number of last cheque written before 31 March 2018? _____

Yes No N/A

4 OVERDRAFT FACILITY

Do you have an authorised overdraft facility? How much? \$ _____
What is the interest rate on the authorised overdraft? _____ %

Yes No N/A

5 ASSETS PURCHASED/SOLD – OR OTHER ASSETS TRANSFERRED TO TRUST

If there have been any assets sold or purchased during the financial year please provide details and invoices (receipts) – remember to include motor vehicles here
Assets are those items with a life of more than 1 year that cost more than \$500

Yes No N/A

Assets Purchased

Description	Date	\$	Invoice Attached
			Tick <input type="checkbox"/>
			Tick <input type="checkbox"/>
			Tick <input type="checkbox"/>
			Tick <input type="checkbox"/>

Are any of these on Hire Purchase (HP) or was a loan taken out? Yes No N/A
If so provide a copy of the hire purchase or loan agreement.

Assets Sold or Scrapped

Description	Date	Sold/ Scrap	\$

6 LOAN STATEMENTS

Provide copies of Loan statements showing interest and principal paid for the year. Yes No N/A

7 NEW MORTGAGE / LOAN DETAILS

Attach a copy of any other NEW Mortgage / Loan / HP agreements Yes No N/A

8 LEGAL EXPENSES

Attach copies of invoices for all legal fees in the last financial year Yes No N/A

9 GIFTING FOR TRUST

Was any gifting done for your trust between 1 April 2017 & 31 March 2018? Yes No N/A
If yes, please provide copies of deeds, and gift statements

10 INTEREST RECEIVED

Attach Interest certificates – including statements for PIE’s so we can check PIR rate etc and advise Yes No N/A

11 DIVIDENDS RECEIVED

Attach Dividend certificates Yes No N/A

12 BANK ACCOUNT NUMBER - Please enter the account number for any tax refund for the business

13 CORRESPONDENCE & NEWSLETTERS

Via Email or NZ Post

14 UPDATE CONTACT DETAILS - PLEASE complete email / phone even if you think there are no changes

Postal Address: **Work Phone:**
..... **Home Phone:**
..... **Fax Number:**
Physical Address: **Cellphone:**
..... **Email:**
.....

15 OTHER INFORMATION AND INTENTIONS

What plans do you have that might be relevant to your tax situation? Yes No N/A
E.g. sale/purchase rental or business, moving into import/export, expected large increase/decrease in sales, re-locating overseas, opening an overseas branch etc. Details below:

