TAXATION INFORMATION SCHEDULE
30TH JUNE, 2019

[PLEASE COMPLETE THIS SCHEDULE ON 30/6/19 AND BRING IT TO YOUR APPOINTMENT]

****G.S.T. registered businesses should provide figures INCLUSIVE of G.S.T.****

1. STOCK AT 30TH JUNE, 2019 **$**
(Attach a complete list)
Stock of Materials on Hand $
Stock of Finished Goods on Hand $

2. WORK IN PROGRESS AT 30TH JUNE, 2019
(Attach a complete list) $

3. DEBTORS AT 30TH JUNE, 2019 $
(Attach a complete list)

4. CREDITORS AT 30TH JUNE, 2019 $
(Attach a complete list together with expense details
Eg. stock purchases, repairs, motor vehicle expenses, etc)

5. BAD DEBTS - WRITTEN OFF 1/7/18 TO 30/6/19:

Name	Address	Amount	Reason Written Off	Date

Attach a complete list

6. VEHICLE, PLANT & EQUIPMENT PURCHASED 1/7/18 TO 30/6/19:

Description	Cost	New/Used	Date Acquired

Attach a complete list

7. VEHICLE, PLANT & EQUIPMENT SOLD 1/7/18 TO 30/6/19:

Description	Sale Price	Date Sold

Attach a complete list

8. HOLIDAY PAY ACCRUED AT 30TH JUNE, 2019 $
LONG SERVICE LEAVE ACCRUED AT 30TH JUNE, 2019 $

9. ADDITIONAL RECORDS ENCLOSED (Where applicable)

(a) Copies of Lease/Hire Purchase Agreements entered into 1/7/18 to 30/6/19
(b) Cash Book, Computer Cash Book complete printout **or** Cheque Butts and Bank Pay-In Books
(c) Bank Statements **or** Bank Reconciliation
(d) P.A.Y.G. employee tax Reconciliation **and** copies of payment summaries
(e) Details of Shares, Dividend Advice Slips and detail of other Investments
(f) Details of Personal Loans & Mortgages
(g) Details of Superannuation Funds entered into &
Reconciliation of Employee Superannuation Guarantee Contributions
(h) Details of all P.A.Y.G. Payments
(i) **Fringe Benefits Tax:** Motor Vehicle Odometer readings @ 31/3/19 & 30/6/19
(j) **Capital Gains Tax:** Records of all transactions involving purchase or sale of any property, investments or assets 1/7/18 to 30/6/19
(k) **Details of all G.S.T.** remittances between 1/7/18 and 30/6/19
(l) Copies of all **B.A.S.** statements between 1/7/18 and 30/6/19

WP8 20/05/19

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Signature