

29 March 2007



We are pleased to enclose our first newsletter for 2007.

FINANCIAL STATEMENTS AND TAX RETURNS

The end of the financial year for most is once again upon us. With that in mind, it is time to organise those year-end records so that your 2007 Financial Statements and Taxation Returns can be completed.

Enclosed is your year-end questionnaire to be completed and signed then returned with your annual information.

BANKLINK

We have found that the BankLink computerised cashbook is the easiest form of recording your year's transactions. Please talk to us about this cashbook at any time. If you would like a free demonstration of BankLink please contact Raewyn on 218 7111 or e-mail raewyn@businessadvisors.co.nz to make an appointment. While the BankLink software and updates are free, there is a bank processing charge of \$6-\$8 per month depending on the number of transactions.

NEW GST RETURN AND PAYMENT DATES

Due Dates for filing and payment of GST have been changed to the **28th** day of the month following the end of the GST Return period. The new date applies to all returns ending 31 March 2007 onwards except for the March return due 7 May and November return due on 15 January.

COMPUTER BACKUPS (at least monthly)

Please remember to do regular backups of cashbooks, debtors and other accounting data. The back up discs should be stored on a different site from the computer.

INCREASED ANNUAL LEAVE ENTITLEMENT

When an employee next becomes entitled to annual holidays after 1 April 2007, the minimum entitlement has been increased from three weeks to four weeks annual holidays under the Holidays Amendment Act 2004.

When calculating holiday pay for casual staff and those with under 12 months service, 8 % of gross pay must now be used and not 6 %.

KIWISAVER

KiwiSaver comes into effect from 1 July 2007 and anyone aged 18 to 65 starting a new job will be automatically enrolled into the KiwiSaver scheme unless they opt out within a defined timeframe. Existing employees can choose to enrol in the scheme. Employers will be responsible for distributing information packs on the scheme to employees, deducting contributions from wages and forwarding them to IRD using existing PAYE processes and systems.

The IRD intends to mail out KiwiSaver employer and employee information packs in May 2007. We will be holding a client seminar on Wednesday 9 May to explain the KiwiSaver initiative.

In the meantime for information on how KiwiSaver works and links to a number of related sites visit www.kiwisaver.govt.nz

Employer specific information is to be found on www.ird.govt.nz/kiwisaver/employers.

If you have any queries contact any of our team members or visit our website www.businessadvisors.co.nz.

With best wishes for the new financial year ahead.

Yours sincerely
SIMPSONS
Chartered Accountants Limited



Ronald W Sasse
Principal

