



Name: _____

Year: 01/07/2018 - 30/06/2019

Tax Planning Checklist

N.B If you answer YES to any of the following questions, please supply the relevant details

	YES	NO			
Have you provided a copy of your reconciled accounting software?	<input type="checkbox"/>	<input type="checkbox"/>			
Have you provided a copy of the latest bank statements to the reconciled date of your software?	<input type="checkbox"/>	<input type="checkbox"/>			
Do you have any other business loans? Please provide a copy of YTD statements	<input type="checkbox"/>	<input type="checkbox"/>			
Did you have any produce supply contracts still open?	<input type="checkbox"/>	<input type="checkbox"/>			
Have you provided a list of debtors and or creditors (showing GST components)? If using an accounting package, review these and ensure these are correct	<input type="checkbox"/>	<input type="checkbox"/>			
Are the below livestock numbers within your software? If no, please complete the table below.	<input type="checkbox"/>	<input type="checkbox"/>			
	Sheep	Cattle	Horses	Goats	Other
Opening Stock	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Purchases YTD	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Purchases to come (est to 30 June)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Natural increase	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sales	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sales to come (est to 30 June)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Deaths	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Rations	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stock on Hand (est at 30 June)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total (must equal total above)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Will you have any produce on hand for resale at 30 June 2019?	<input type="checkbox"/>	<input type="checkbox"/>			
If so please provide an estimate of the cost to produce? (Eg Tonnes x \$ = Cost) \$ _____					
Have you purchased any assets (Shares, plant, motor vehicle, property) Please provide copies of all relevant: * Tax Invoices for capital purchases * Hire Purchase or Finance Documents * Shares - Purchase Contracts * Property - Contracts & Settlement Statement	<input type="checkbox"/>	<input type="checkbox"/>			
Have you sold any Assets (Shares, Plant, Motor Vehicle, Property) Please provide: * Sale date, trade in documents (if applicable) * Shares - sell contracts * Property - Contract Settlement Statement	<input type="checkbox"/>	<input type="checkbox"/>			
Have you made any FMD deposits/withdrawals?	<input type="checkbox"/>	<input type="checkbox"/>			
Have you made any super contributions? * Please provide copies of your most recent superannuation fund statements	<input type="checkbox"/>	<input type="checkbox"/>			
Do you hold any personal insurances? (e.g Life, TPD) *Please provide copies of the statements	<input type="checkbox"/>	<input type="checkbox"/>			
Projected Income and Expenses to 30 June 2019 (Please provide budgeted income & expenses)	<input type="checkbox"/>	<input type="checkbox"/>			

Additional information
