

Accountant's Letter

CERTIFICATE FOR CO	MPLETION BY	ACCOL	JNTAN	rs				
Client's Name								
Client's Business Address								
Trading Name					NZBN			
Period for which we have prepared	pared accounts		From				То	
Years for which tax returns ha	ve been lodged							
Are the accounts audited?	☐ Yes ☐ No	If yes b	y who?					
Gross Taxable Income and an	ıy non cash deductio	ns (last 2 y	years, 3 if	available)				
Gross Taxable	Income		Non	Cash Deduc	ctions (e.g. d	depreciation	n)	
\$		\$					Year	
\$		\$					Year	
\$		\$					Year	
Principal source(s) of income			`					
Other information you wish to	provide (eg referenc	e at client	s characte	er or strengtl	n of income s	source);		
We make no comment on the vided by the client. We have r				-				on information pro-
We have prepared this report in								
I am a member of								
☐ Chartered Accountants A	ustralia and New Zea	aland (CAA	ANZ)	☐ Acc	ountants and	d Tax Ager	nts institute of N.	Z (ATAINZ)
Other								
Registration no.								
Print Name					Signature			
Date								
Firm Name								
Address								
Email				Phon	e Number			

Accountant's Letter - 'How to'

This is the applicant individual name or company name.
e.g. John Smith or ABC Pty Ltd

This is the trading name that the business uses for its operations. The trading name will need to match the trading name on the income declaration that has been provided. e.g. John Smith Plumbing Services

Period in which you have been their accountant and prepared their financial statements.

In some instances financial statements are independently audited by auditors.

Gross Taxable Income equals gross profit minus all expenses except tax.

This is the principle source of revenue a business generates from sales of goods or services or a combination of both. Revenue derived from the sale of goods (e.g. furniture).

Note – As a minimum requirement the accountant must have been appointed to the client for a minimum of 12 months and have knowledge of their last 12 months earnings.

\	TOR COMPLETIC	ON BY ACCOUNTAN			
Client's Name					
Client's Business A	ddress				
Trading Name			NZBN		
	e have prepared accoun			То	
	returns have been lodg				
Are the accounts a					
/	ome and any non cash d oss Taxable Income	deductions (last 2 years, 3 if	available) Cash Deductions (e.g. depre	eciation)	
\$	233 TAXABIE INCOME	\$	Cash Deductions (e.g. depre		ear
/ s		\$			ear
\$		\$		Y	ear
Principal source(s)	of income			7.0	1
We make no comm	nent on the client's ability	v to make repayments unde	er any loan. We have prepare	d the accounts ba	sed on information pro-
vided by the client.	We have no reason to		or any loan. We have prepare close a fair picture of the clien		sed on information pre-
vided by the client. We have prepared t I am a member of	We have no reason to	doubt that the accounts disc out we accept no liability for	lose a fair picture of the clien	it's affairs.	
vided by the client. We have prepared t I am a member of	We have no reason to d	doubt that the accounts disc out we accept no liability for	close a fair picture of the client.	it's affairs.	
vided by the client. We have prepared to a management of the control of the cont	We have no reason to d	doubt that the accounts disc out we accept no liability for	close a fair picture of the client. Accountants and Tax	it's affairs.	
vided by the client. We have prepared to I am a member of Chartered Acc Other Registration no. Print Name	We have no reason to d	doubt that the accounts disc out we accept no liability for	close a fair picture of the client.	it's affairs.	
vided by the client. We have prepared to I am a member of Chartered Acc Other Registration no. Print Name Date	We have no reason to d	doubt that the accounts disc out we accept no liability for	close a fair picture of the client. Accountants and Tax	it's affairs.	
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This is the trading address of the applicant. If the applicant does not trade from a permanent site then this can be the home address.

The New Zealand Business Number (NZBN) provided must be registered under the applicants '*Trading Name*'.

Year(s) in which accountants were actively involved in the lodgement of Tax Returns with the IRD for the Trading entity.

A non cash deduction is an entry on an income statement or cash flow statement correlating to expenses that are accounting entries rather than actual movements of cash.

Depreciation is the most common example of non cash deductions.

This refers to the Tax Year applicant (not calendar year).

Any commentary about the client's character, long term strength of the principle source of income or non-recurring expenses.