

Appendix A – Who does what

ME	YOU	
<input type="checkbox"/>	<input type="checkbox"/>	Wages? Payroll
<input type="checkbox"/>	<input type="checkbox"/>	GST returns
<input type="checkbox"/>	<input type="checkbox"/>	FBT returns
<input type="checkbox"/>	<input type="checkbox"/>	RWT returns
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Annual financial statements
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Annual Income tax returns
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Management of all tax assessments, income tax payment reminder and collection service
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Free business review
<input type="checkbox"/>	<input type="checkbox"/>	Tax review (Minimisation)
<input type="checkbox"/>	<input type="checkbox"/>	Motor Vehicle Ownership review
<input type="checkbox"/>	<input type="checkbox"/>	Tax Payment Planning (Tax Pooling, IRD arrears)
<input type="checkbox"/>	<input type="checkbox"/>	Voluntary disclosure/IRD audits
<input type="checkbox"/>	<input type="checkbox"/>	Audit shield cover

Companies

<input type="checkbox"/>	<input type="checkbox"/>	Help incorporating and setting up a new company
<input type="checkbox"/>	<input type="checkbox"/>	Provision of our office as the registered office
<input type="checkbox"/>	<input type="checkbox"/>	Company statutory records administration
<input type="checkbox"/>	<input type="checkbox"/>	Filing of your annual company return with the Registrar of Companies
<input type="checkbox"/>	<input type="checkbox"/>	Wind up

Other services

<input type="checkbox"/>	<input type="checkbox"/>	Xero setup
<input type="checkbox"/>	<input type="checkbox"/>	Xero training and support
<input type="checkbox"/>	<input type="checkbox"/>	Xero review

Business whispering

<input type="checkbox"/>	<input type="checkbox"/>	Building your better world through better business - Destination
<input type="checkbox"/>	<input type="checkbox"/>	Building your better world through better business - Vehicle
<input type="checkbox"/>	<input type="checkbox"/>	Building your better world through better business - Journey
<input type="checkbox"/>	<input type="checkbox"/>	Grow your business
<input type="checkbox"/>	<input type="checkbox"/>	Forecasting and projections/Funding application
<input type="checkbox"/>	<input type="checkbox"/>	Cash flow management
<input type="checkbox"/>	<input type="checkbox"/>	Know your numbers (financial awareness)
<input type="checkbox"/>	<input type="checkbox"/>	Organisational review (team members roles and responsibilities)