

FINMAN

Newsletter December 2014

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Xmas Holidays

Our office will be closed on
Wednesday 24th December 2014
and will re-open again on
Monday 12 January 2015.

On behalf of all of the team at Finman Services
we would like to wish you and your families
a safe and Merry Christmas.
We look forward to seeing you all in 2015.

Reminders

- You must deduct with-holding tax from self-employed contractors, unless you site an exemption certificate, regardless of whether they are registered for GST or not.
- Private use of Motor Vehicle – Sole traders must keep a log book for three months, detailing work travel and private travel to calculate a percentage of business deductibility of vehicle expenses. This needs to be done every three years or if anything changes in the business.



Be aware of these up-coming dates over the new year period:

15 Jan	Provisional tax	Standard provisional taxpayers on March, November and July balance dates 6 monthly GST taxpayers on May and November balance dates
	GST return and payment for period ended 30 November	Taxpayers filing GST on a monthly basis AND taxpayers (with March, May, July, September, November and January balance dates) filing on a 2 monthly basis
20 Jan	FBT	Third quarter return (for the three month period ended December)
28 Jan	GST return and payment for period ended 31 December	Taxpayers filing GST on a monthly basis AND taxpayers (with February, April, June, August, October and December balance dates) filing on a two monthly basis

Note: these dates apply to those clients for whom we prepare tax returns. Different dates will apply for those clients for whom we don't prepare returns. Please ask us if you'd like more information.

Don't Forget....

IRD have changed their policy on when payments will be considered to have been received on time. Payments made by post are now treated as made on the day Inland Revenue receives them; the date of posting is irrelevant. It's therefore up to you to make sure you post your cheques in good time to reach IRD on time. There's no guarantee that a payment posted on the 18th will reach Inland Revenue by the 20th.

If you're sending a post-dated cheque, Inland Revenue will not bank it until the date specified. So even though it's physically received before the due date, it will still be treated as received late if the specified date is after the due date. You can also make payments in person, either at an Inland Revenue office or at a Westpac branch (note Westpac no longer accept cheques for tax payments) as long as you do so before close of business on the due date. Now might be a good time to think about making your payments online, if you don't already

Party Party Party!

Are you planning a Christmas function for special clients and/or suppliers and business contacts? Be aware that this will come under the entertainment regime for purposes of tax deductibility. Any expenditure on food and drink that your business provides off your business premises will be 50% deductible. This extends to any incidental expenditure on things like hireage of crockery, glassware or utensils, waiting staff, and music or other entertainment provided for the function you're planning.

If you're thinking of a more public event to promote the business during the festive season, expenditure on food, drink and all the necessary incidentals could be fully deductible. However, be aware that the event can't cater for your VIPs alone. It must be open to the public on the same footing as clients or business contacts. Its primary purpose must be as a marketing event for the business.



2015 Business Goals

Have you set your targets and business goals for 2015?? We are here to assist you to set these goals and achieve them. Contact us in the new year to arrange a time to come in and discuss this.

We have some new faces on board at Finman Services and we would like to introduce them to you:

Suzanne Wilman (Receptionist/PA)

Colin Bertham (Accountant)

Luke Harris (Accountant)

Lisa-Jean Hammond (Accountant)

These staff have all joined us with a wealth of knowledge and experience, and we look forward to working with them. Our door is always open to pop in and meet our staff, particularly if you are dealing with them on a regular basis. A reminder to also keep up to date with Finman Services via our website and on our Facebook page.

'Tis the season to be... on call

Do you have situations where some employees will be on call during a public holiday? If so, they are usually entitled to a contractual on call payment as well as at least time and a half rates if they are called out. Whether or not they are also entitled to an alternative holiday depends on whether the public holiday falls on what would normally be a working day:



If the public holiday falls on a day the employee would normally work	
<i>If the employee is on call...</i>	<i>He or she is entitled to...</i>
... and is called out	at least time and a half for the actual hours worked, (your employment agreement may provide for more) plus an alternative holiday as well as any contractual on call payment
... and is not called out but the restrictions of being on call mean the employee has not enjoyed a full holiday (for example, if the employee is required to stay at home all day)	an alternative holiday as well as any contractual on call payment
... and is not called out but the employee's freedom is NOT restricted - for example, he or she can choose not to accept the call-out	any contractual on call payment but he or she would only be entitled to an alternative holiday if he or she accepts a call-out
If the public holiday does NOT fall on a day the employee would normally work	
<i>If the employee is on call</i>	<i>He or she is entitled to</i>
... and is called out	at least time and a half for the actual hours worked (your employment agreement may provide for more), plus any contractual on call payment
... and is not called out	any contractual on call payment



For those of you who have not already moved your business to Xero, we thoroughly recommend you contact us to discuss the advantages of doing so.

For those that are enjoying the ease of managing your business with Xero, please don't hesitate to contact us if you require further training.

We continue to be a Gold Partner with Xero and have a full Xero Certified Team at Finman Services.

Disclaimer:

This publication has been carefully prepared, but it has been written in general terms only. The publication should not be relied upon to provide specific information without also obtaining appropriate professional advice after detailed examination of your particular situation.

Scheme of Arrangements at the Inland Revenue Department

Struggling to get that tax bill paid off? Concerned about the penalties that are clocking up?

Give us a call to set up a Scheme of Arrangement with the Inland Revenue Department, to enable you to make regular payments to pay off your tax, and in turn reduce any penalties.

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