

# Newsletter

**ACTIVE**  
CHARTERED ACCOUNTANTS

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The information in this newsletter is of a general nature and should be used as a guide only. Before acting on this information please consult our office.

## Issue March 2010



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## What's News

- End of 2010 Financial Year
- Easter Closing
- Team News
- Active is 9
- IRD Warning
- Employers News
- Team News

## CHOCOLATE TIPS FOR EASTER:

If you get melted chocolate all over your hands, you're eating it too slowly.



Chocolate has many preservatives. Preservatives make you look younger.

Diet tip: Eat an Easter egg before each meal. It'll take the edge off your appetite and you'll eat less.

## RECORDS FOR YEAR ENDED 31 MARCH 2010

Another financial year has rolled around. Included with this newsletter are your year end questionnaires. We appreciate that these take time to fill in, but the more information you give us, means less times we have to come back to you asking for further information to complete your accounts. When you've compiled your year end information, please feel free to send it in to us, or contact the office and we'll make a time for you to come in and discuss any issues or concerns you may have with John. If you're in the Kapiti Coast area, you're welcome to drop your records in to John at home - 74 Hillcrest Road, Raumati, or contact the office and we'll organize to collect them for you.

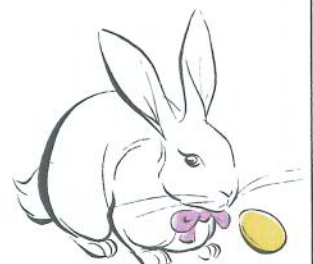
Now you've opened this envelope and looked at your questionnaires, get started on this task. We know how easy it is to put it away and plan to get back to it some other time. Once you start to compile your information, it often isn't such an onerous chore, and it saves us hounding you later on, when we need information in order to get your Income Tax return filed on time.

Remember there are penalties for not completing the IRD Income Tax Returns by the due date.

## EASTER CLOSING

The Active office will be closed for Easter, from Good Friday 2nd April—re-opening on Wednesday 7th April. For any urgent enquiries over this time, please contact John on 021 898029, or email [action@active2001.co.nz](mailto:action@active2001.co.nz).

We wish you a safe and enjoyable Easter break.



## ACTIVE IS 9!!

On April 1st Active is 9 years old. It's not only the first day of a new financial year, but also another successful year has passed for our hardworking team. As always we thank our clients, as without your support we wouldn't be here.

As we work through your accounts for the next financial year, we will continue our endeavour to provide you with the best in customer service. If you have any suggestions on things we can improve on, or any queries, please don't hesitate to contact us.



## IRD WARNING—HOAX EMAIL

Warning over hoax email  
March 2010

Inland Revenue is warning customers not to respond to a hoax email circulating, claiming to offer the recipient a tax refund.

"We have received a number of calls this morning about these emails, and we're trying to track the source of it in the United States and have it closed down," said Heather Daly, Group Manager, Customer Operations.

"We'd remind all our customers that Inland Revenue will never ask you to forward any personal information by email, and that you should always be very careful about giving out your details or IRD number."

"Our advice is to never click any links within a suspicious email, that you should not reply to the email, and that you should delete it from your inbox," Ms Daly said.

The hoax email is from a bogus address and if people click on a link it takes them to a website using Inland Revenue's logo. People are asked to enter personal details, including their username and IRD number.

"If someone has given their details to the people behind this hoax, they should contact us on 0800 227 774," Ms Daly said. Suspicious emails targeting Inland Revenue customers should be reported to [phishing@ird.govt.nz](mailto:phishing@ird.govt.nz)

**Selling Online**— If you're in any doubt as to whether you should be paying tax on items you're selling on online websites, such as Trade Me, please contact us or the Inland Revenue Department. Recent media articles have drawn attention to the fact that the Inland Revenue Department are monitoring online sales and those people they view as evading tax.

## EMPLOYER NEWS

### Public Holidays:

If an employee does not normally work on the day in question and the employee does not work on the actual public holiday, they are not entitled to a payment for the day. For example, a part-time employee, who never works Monday, has no entitlement to a payment for Easter Monday if they didn't work on that day.

Please note that the public holidays over the Easter period are Good Friday and Easter Monday. Easter Saturday and Easter Sunday are not public holidays. This means that employees who normally work on Saturdays or Sundays are not entitled to paid days off or time and a half for the hours they work on Easter Saturday/Sunday (unless otherwise stated in their employment agreement.)

Good Friday and Easter Sunday are both restricted trading days, which means that most shops selling retail goods must close on these days. Businesses selling services, e.g. hairdressers cutting your hair, will normally be allowed to remain open (Goods in these shops can not be sold)".

### Minimum Wage:

The Government has moved to increase the adult minimum wage from \$12.50 to \$12.75 in line with the Consumer Price Index.

The training and new entrants' minimum wages will increase from \$10 to \$10.20. The new minimum wage rates will come into effect on April 1, 2010.

### Government & OSH Changes:

For the latest information on proposed changes by the Government to the OSH legislation and how it affects you as an employer or manager, visit the link below.

<http://www.employers.co.nz/news/march2010-osh-changes.aspx>

## TEAM NEWS

We wish Janine all the best as she commences her PCE1 study. Janine is working towards becoming CA qualified, so has no shortage of reading and study ahead. We're sure she'll do well!!



John is continuing to work through his MBA qualification, through Victoria University, and doing well. He is enjoying this challenge and pleased to find many of the systems he is studying, are procedures that he already has in place in the practice. Although it sometimes makes for a hectic time, it is always good to reinforce what you're doing, and ensure a good understanding of best practices in business.