



# 2025 Farming Accounts Checklist

Please circle relevant entity

Company

Sole Trader

Trust

Other

Entity Name: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

*If any of the following has changed since last year, please provide:*

**Contact Information:**

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Bank Account details for IRD refunds:**

Account Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

**Accounting Information Required (if applicable) for year end balance date**

Please select if you are using MYOB  XERO

	Enclosed	N/A
• Business Bank Statements	<input type="checkbox"/>	<input type="checkbox"/>
• Business Loan Statements	<input type="checkbox"/>	<input type="checkbox"/>
• Business Credit Card Statements	<input type="checkbox"/>	<input type="checkbox"/>
• Interest RWT Certificates	<input type="checkbox"/>	<input type="checkbox"/>
• Dividend Certificates	<input type="checkbox"/>	<input type="checkbox"/>
• Aged Receivables / Debtors report (money owed to you)	<input type="checkbox"/>	<input type="checkbox"/>
• Aged Payables / Creditors report (money you owe)	<input type="checkbox"/>	<input type="checkbox"/>
• Stock on hand as at 31/03/2025	<input type="checkbox"/>	<input type="checkbox"/>
• Do you own any Crypto or Digital Assets?	<input type="checkbox"/>	<input type="checkbox"/>
• Home Office Expenses	<input type="checkbox"/>	<input type="checkbox"/>
• Hire Purchase / Lease Agreements	<input type="checkbox"/>	<input type="checkbox"/>



## Livestock – Tallies

- Include stock that you **own**, regardless of where the stock is located.
- Do not include stock owned by other people but grazing on your land.

Description	Total Number of Cattle as at Year End Balance Date			
<b>Beef Breeds and Beef Crosses</b>				
Rising one year heifers				
Rising two year heifers				
Mixed age cows				
Breeding Bulls				
Rising one year	Steers:		Bulls:	
Rising two year	Steers:		Bulls:	
Rising three year	Steers:		Bulls:	
<b>Friesian and Related Breeds, Jersey and other dairy breeds</b>				
Rising one year heifers				
Rising two year heifers				
Mixed age cows				
Breeding Bulls				
Rising one year	Steers:		Bulls:	
Rising two year	Steers:		Bulls:	
Rising three year	Steers:		Bulls:	
<b>TOTAL</b>				
Deaths and Losses				
Natural Increase				
Peak Milking Cow Numbers for the last season				
Effective Milking Hectares for the last season				
<b>Sheep</b>				
Ewe Hogget's				
Two Tooth Ewes				
Mixed aged Ewes				
Ram/Wether Hoggets				
Mixed Age Wethers				
Rams				
<b>TOTAL</b>				
Natural Increase				
Deaths & Missing				
<b>Other Livestock on Hand (please specify)</b>				

**Business Use of Private Residence**

If any part of your home is used for business purposes, please complete this section

**Property Address**

Area of Home \_\_\_\_\_ m2  
Area of Garage \_\_\_\_\_ m2  
Total Area \_\_\_\_\_ m2

**Area Used for Business**

Area of Home \_\_\_\_\_ m2  
Area of Garage \_\_\_\_\_ m2  
Total used for Business \_\_\_\_\_ m2

**Total Costs for the period:**

**Total \$**

Insurance (Building & Contents) \_\_\_\_\_  
Interest on Mortgage \_\_\_\_\_  
Power \_\_\_\_\_  
Rates (Land & Water) \_\_\_\_\_  
Repairs \_\_\_\_\_  
Rent \_\_\_\_\_  
Other (Telephone, Internet, etc.) \_\_\_\_\_  
**Total** \_\_\_\_\_

**Motor Vehicle Expenses – Sole Traders, Partnerships, Trusts (N/A if actual vehicle expenses claimed)**

Total km's travelled during the year \_\_\_\_\_ Km  
Total business km's travelled during the year \_\_\_\_\_ Km

**Fixed Assets**

Please provide details of any sales or purchases of assets during the year

<b>Date</b>	<b>Sale / Purchase</b>	<b>Description</b>	<b>Gross (incl. GST)</b>
_____	_____	_____	_____
_____	_____	_____	_____

**Checklist for Active Trusts for period 01/04/2024 – 31/03/2025 (if applicable)**

	<b>Enclosed</b>	<b>N/A</b>
• Were there any changes to beneficiaries or trustees?	<input type="checkbox"/>	<input type="checkbox"/>
• Did any settlor or trustee move to a different country?	<input type="checkbox"/>	<input type="checkbox"/>
• Do we have your most up to date Trust Deed?	<input type="checkbox"/>	<input type="checkbox"/>
• Were there any gifts made during the period?	<input type="checkbox"/>	<input type="checkbox"/>
• Were there any deeds of acknowledgement of debts/deeds of forgiveness of debts prepared?	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered Yes to the questions above, please provide information.

**I confirm that the information provided is true and correct and I authorise Evans & Co Accountants Ltd to use this information in the preparation of my/our Financial Accounts and Tax returns.**

**Signed:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_