



OFFICE USE ONLY

--	--	--	--	--	--	--	--	--	--	--	--

IRD number issued/confirmed

IRD number application – non-individual

Please answer all questions and sign the declaration.

1. Print the full **name** of the organisation

2. Is this application for a **branch**? No Yes—print the IRD number of the main branch or head office then go to Question 15

(8 digit numbers start in the second box. 1 2 3 4 5 6 7 8)

--	--	--	--	--	--	--	--

3. Tick the organisation type from the list below

<p>Company</p> <p><input type="radio"/> Close company</p> <p><input type="radio"/> Widely held company</p> <p><input type="radio"/> Unit trust</p> <p><input type="radio"/> Cooperative</p> <p><input type="radio"/> Public authority</p> <p><input type="radio"/> Local authority</p> <p><input type="radio"/> Special company</p> <p><input type="radio"/> Non-resident contractor</p> <p><input type="radio"/> Life insurance</p> <p><input type="radio"/> Agent non-resident insurer</p> <p><input type="radio"/> Foreign corporate/listed limited partnership</p>	<p>Partnership</p> <p><input type="radio"/> Ordinary partnership</p> <p><input type="radio"/> Limited partnership</p> <p><input type="radio"/> Non-resident contractor</p> <p>Superannuation scheme</p> <p><input type="radio"/> Registered – widely held</p> <p><input type="radio"/> Registered – not widely held</p> <p><input type="radio"/> Not registered</p> <p><input type="radio"/> KiwiSaver</p> <p><input type="radio"/> Foreign</p> <p>Māori authority</p> <p><input type="radio"/> Please complete a <i>Māori authority election (IR 483)</i> form</p>	<p>Estate or trust</p> <p><input type="radio"/> Complying trust</p> <p><input type="radio"/> Foreign trust</p> <p><input type="radio"/> Non-complying trust</p> <p><input type="radio"/> Estate</p> <p><input type="radio"/> Sick, accident, death fund</p> <p>Club or society</p> <p><input type="radio"/> Incorporated society or club</p> <p><input type="radio"/> Unincorporated society or club</p> <p><input type="radio"/> Friendly society</p> <p><input type="radio"/> Building society</p> <p><input type="radio"/> Industrial and provident society</p>
---	--	--

4. If the **trade name** is different from the name shown above, print it here

5. Print the **street address** of the place of business

Street address

<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 95%; height: 25px;" type="text"/>
Suburb or RD	Town or city	Postcode

6. Print the usual **postal address** only if it is different from the street address. **Do not use your tax agent's address here**

Street address or PO Box number

<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 95%; height: 25px;" type="text"/>
Suburb, RD or box lobby	Town or city	Postcode

7. Print the organisation's contact phone number(s)

<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 95%; height: 25px;" type="text"/>
Business	After hours	Fax

8. Print the organisation's email address

9. Please attach one of the following documents as identification
We would prefer you to send photocopies but if you do send original documents we will send them back to you

Certificate of incorporation for companies

Deed of trust for trusts

Certificate of incorporation for incorporated societies

Certificate of registration for limited partnerships

10. What is the organisation's start date?

<input style="width: 95%; height: 25px;" type="text"/>	For non-residents, please use the date your business started in New Zealand.
Day Month Year	

11. Is the organisation a New Zealand resident for tax purposes? No Yes *If you are unsure about this please phone Inland Revenue on 0800 377 774.*

12. Main business activity



13. Do you expect your annual turnover to be over \$60,000? No Yes Complete a *GST registration (IR 360)* form.
- Do you intend to employ people? No Yes Complete an *Employer registration (IR 334)* form.
- Do you wish to register as a payer for resident withholding tax on interest? No Yes Complete a *Resident withholding tax – interest payer registration (IR 450)* form.
- Do you wish to elect to be a qualifying company or a loss attributing qualifying company? No Yes Complete a *Qualifying company or loss attributing qualifying company election (IR 436)* form.
- Do you wish to elect to be a look-through company (LTC)? No Yes Complete a *Look-through company election (IR 862)* form.

You can get these forms from our website www.ird.govt.nz or by phoning INFOexpress on 0800 257 773.

14. **Companies only** Will you be providing fringe benefits to shareholder-employees? No Yes

All organisations, please complete this question

15. Print the name, address and personal IRD number of each shareholder (close company), director, partner (including general or limited), trustee or executive office holder. Continue on a separate sheet if necessary.

<input type="text"/>	<input type="text"/>
Name	Designation or title
<input type="text"/>	<input type="text"/>
Address	IRD number

<input type="text"/>	<input type="text"/>
Name	Designation or title
<input type="text"/>	<input type="text"/>
Address	IRD number

16. For any refunds Inland Revenue may pay you please provide your bank account number. (We recommend this as you will receive your refund faster)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bank	Branch	Account number	Suffix
<input type="text"/>			
Name of account			

17. Print the full name of the contact person for your organisation

<input type="text"/>		
	Surname	First name(s)
Contact numbers	<input type="text"/>	<input type="text"/>
	Business	After hours
		Fax

18. Declaration

Name of authorised person

Designation or title

Signature

I declare that the information given on this form is true and correct.

/ /
Date

Notes

Do not show your tax agent's address. Your tax agent maintains a client list with us. Please ask them to give us the address for your mail.

Nominated persons

We can't discuss your organisation's tax affairs with anyone except those people listed at Question 15. However, you can nominate someone else to take care of them or have access to your IRD records. You can also have them receive your statements, refunds and other correspondence. You'll still be responsible for the organisation's tax affairs, so you will need to make sure any returns are filed and tax is paid by the due date.

For more information or to nominate someone to act on your behalf, you can:

- phone us on 0800 377 774, or
- complete an Elect someone to act on your behalf (IR 597) form, which you can get from our website www.ird.govt.nz or by phoning INFOexpress on 0800 257 773 (remember to have your IRD number handy).

Send the completed form to us at the following postal addresses. If you live in:

Northland send it to Inland Revenue PO Box 3753 Christchurch Mail Centre Christchurch 8140	Auckland send it to Inland Revenue PO Box 761 Waikato Mail Centre Hamilton 3240	other North Island areas send it to Inland Revenue PO Box 39010 Wellington Mail Centre Lower Hutt 5045	the South Island send it to Inland Revenue PO Box 3753 Christchurch Mail Centre Christchurch 8140
--	---	--	---