



Merry Christmas 2016

*Wishing you and your families a very happy Christmas and a prosperous
New Year*

*from Mike, Murray and the team at Lee Holden & Coutts
Chartered Accountants Limited*

Christmas Hours

We are closing for the Christmas break at midday on Thursday 22nd December and will re-open on Monday 9th January 2017.

GST due 15th January 2017

For the GST period ending 30 November 2016, GST is payable to Inland Revenue on 15 January 2017.

If we are preparing your GST return, please bring your GST records to us as soon as possible so that we can process your return prior to the Christmas break.

Provisional Tax due 15th January 2017

For most provisional taxpayers the next provisional tax instalment will be due on 15th January 2017.

We will send out Inland Revenue payment forms to you prior to Christmas. If you would like to change your scheduled payment amount, please contact us before Christmas to discuss.

Annual Leave and Holiday Pay Reminders

Annual Leave

Employees are entitled to four weeks' paid annual leave after one year of employment. If the employee leaves before completing a full year service, annual holiday pay is calculated at 8% of their year-to-date gross earnings less any holiday pay already received. The employer can also use the 8% of gross earnings option for a casual employee or someone with a fixed-term employment agreement. The employer has to give its employees at least 14 days' notice before an annual closedown.



Cash-up Holiday Pay

Some employees may want to “cash in” their annual leave entitlement. The Holiday Act 2003 allows them to “cash in” up to one week of their annual leave entitlement if the employer agrees. The payment should be treated as an extra pay and PAYE should be deducted accordingly. Employers need to calculate the PAYE using the rates for extra pay and make normal deductions for the student loan or Kiwisaver.

Public Holidays

In addition to annual leave, employees are also entitled to public holidays each year, if the public holidays fall on the days they would normally work, they are entitled to be paid their relevant daily pay or average daily pay for the public holiday.

For Christmas Day, Boxing Day and New Year (1st and 2nd January) holidays where these holidays fall on a Saturday or Sunday, if the Saturday or Sunday is not a normal working day for the employee, the holiday is transferred to the following Monday or Tuesday.

If the Saturday or Sunday is a normal working day for the employee, the holiday remains at the traditional day and the employee is entitled to that day off with pay.

If an employee works on a public holiday they must be paid at least time-and-a-half for the time worked. If the public holiday falls on a day they would normally work, the employee is also entitled to an additional paid day off.



Don't forget the important things
this Christmas

GST Law Change for Non-resident Businesses

From 1 October 2016 non resident businesses supplying remote services from outside New Zealand to a customer who is resident in New Zealand may be required to register for GST and charge NZ GST on these supplies.

Examples of remote services include:

- Digital content such as e-books, movies, TV shows, music and online subscriptions;
- Games, apps, software;
- Online gambling services;
- Web design/publishing services;
- Legal, accounting, insurance

GST-registered New Zealand businesses will not be charged GST on remote services they purchase from non-resident suppliers if the supply is part of their GST-registered business activities, and they advise the supplier their New Zealand GST registration number.

