

Important information and dates

- The levy payment due date is shown on your client's invoice
- Payments can be made either via credit card, online banking, cheque, direct debit, and automatic payment. We are also looking at other payment methods to make it easier for your clients to make levy payments
- Invoices for **Employers** are sent from June each year, once we receive information from Inland Revenue
- Invoices for **Non-PAYE shareholder-employees** are sent from July each year, depending on when your clients IR4 tax return is filed
- Invoices for **Self-employed** clients are sent from August each year, depending on when your client's IR3 tax return is filed
- The levy consultation period usually runs from August each year. Visit www.acc.co.nz for more information about past and future levy consultations.

Want more information?

Visit www.acc.co.nz/advice4agents
or call **0800 222 991**.

The information in this calendar is current as at 1 April 2008. While every effort has been made to ensure the accuracy and reliability of this information, it is provided for reference purposes only. Dates and information are subject to change.

The Inland Revenue information was sourced from www.ird.govt.nz and is protected by Crown copyright.

For updated information visit www.acc.co.nz/advice4agents or contact the ACC Business Service Centre on 0800 222 991.



www.acc.co.nz/advice4agents
0800 222 991

ACC levy and invoicing calendar

Helpful tips

- Use this calendar to remind your clients of ACC levy invoicing and payment due dates to avoid unnecessary complications and extra work for you and for them
- Personalise the calendar to your clients individual situation and needs by adding other important dates that are relevant to their business
- This calendar will be regularly updated and available online at www.acc.co.nz/advice4agents. From here you can also print extra copies of the calendar
- We've included tax and GST-related dates from Inland Revenue. For all tax and GST-related queries, contact Inland Revenue on 0800 456 678, or visit their website at www.ird.govt.nz
- There are a number of professional organisations that host and co-ordinate conferences, events and seminars that you maybe interested in attending. See below for their respective website for more information

New Zealand Institute of Chartered Accountants	www.nzica.com
Life Brokers Association of New Zealand	www.lba.org.nz
Institute of Financial Advisers	www.ifa.org.nz
Inland Revenue	www.ird.govt.nz
Professional Advisers Association	www.paa.org.nz
TEO Training	www.teo.co.nz
The New Zealand Chambers of Commerce	www.newzealandchambers.co.nz

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Key dates for business 2008-2009

ACC information

- **Employer** invoicing begins
- **Non-PAYE shareholder-employees** invoicing begins
- **Self-employed** invoicing begins

Inland Revenue information

- Employer deductions (IR 345) or (IR 346) form and payment due and Employer monthly schedule (IR 348) due
Note: This calendar shows due dates for small employers only – less than \$100,000 PAYE and SSCWT deductions per annum
- GST return and payment due
- Provisional tax instalments due for people and organisations with a March balance date
- End-of-year income tax
 - 7 April 2008
2007 end-of-year income tax due for clients of agents with a March balance date
 - 7 February 2009
2008 end-of-year income tax due for people and organisations with a March balance date and don't have an agent

	2008									2009								
	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
MONDAY						1			1 WESTLAND/CHATHAM ISL ANNIV						1			
TUESDAY	1			1		2			2						2			1
WEDNESDAY	2			2		3	1		3				1		3	1		2
THURSDAY	3	1		3		4	2		4	1 NEW YEARS DAY			2		4	2		3
FRIDAY	4	2		4	1	5	3		5	2			3	1	5	3		4
SATURDAY	5	3		5	2	6	4	1	6	3			4	2	6	4	1	5
SUNDAY	6	4	1	6	3	7	5	2	7	4	1	1	5	3	7	5	2	6
MONDAY	7 ○	5	2 QUEEN'S BIRTHDAY	7	4	8	6	3	8	5	2 NELSON ANNIVERSARY	2 ○	6	4	8	6	3	7
TUESDAY	8	6	3	8	5	9	7	4	9	6	3	3	7	5	9	7	4	8
WEDNESDAY	9	7 ○	4	9	6	10	8	5	10	7	4	4	8	6	10	8	5	9
THURSDAY	10	8	5	10	7	11	9	6	11	8	5	5	9	7	11	9	6	10
FRIDAY	11	9	6	11	8	12	10	7	12	9	6 WAITANGI DAY	6	10	8	12	10	7	11
SATURDAY	12	10	7	12	9	13	11	8	13	10	7	7	11	9	13	11	8	12
SUNDAY	13	11	8	13	10	14	12	9	14	11	8	8	12	10	14	12	9	13
MONDAY	14	12	9	14	11	15	13	10	15	12	9 ○	9 TARANAKI ANNIVERSARY	13	11	15	13	10	14
TUESDAY	15	13	10	15	12	16	14	11	16	13	10	10	14	12	16	14	11	15
WEDNESDAY	16	14	11	16	13	17	15	12	17	14	11	11	15	13	17	15	12	16
THURSDAY	17	15	12	17	14	18	16	13	18	15 ○ ○	12	12	16	14	18	16	13	17
FRIDAY	18	16	13	18	15	19	17	14 CANTERBURY ANNIVERSARY	19	16	13	13	17	15	19	17	14	18
SATURDAY	19	17	14	19	16	20	18	15	20	17	14	14	18	16	20	18	15	19
SUNDAY	20	18	15	20	17	21	19	16	21	18	15	15	19	17	21	19	16	20
MONDAY	21 ○	19	16	21 ○	18	22 ○ 5TH CANTERBURY ANNIV	20 ○	17	22 ○	19 WGTN & SOUTHLAND ANNIV	16	16	20	18	22	20	17	21
TUESDAY	22	20 ○	17	22	19	23	21	18	23	20 ○	17	17	21	19	23	21	18	22
WEDNESDAY	23	21	18	23	20 ○	24	22	19	24	21	18	18	22	20	24	22	19	23
THURSDAY	24	22	19	24	21	25	23	20 ○	25 CHRISTMAS DAY	22	19	19	23	21	25	23	20	24
FRIDAY	25 ANZAC DAY	23	20 ○	25	22	26	24 HAWKES BAY ANNIVERSARY	21	26 BOXING DAY	23	20 ○	20 ○	24	22	26	24	21	25
SATURDAY	26	24	21	26	23	27	25	22	27	24	21	21	25	23	27	25	22	26
SUNDAY	27	25	22	27	24	28	26	23	28	25	22	22	26	24	28	26	23	27
MONDAY	28	26	23	28 ○	25	29 ○	27 LABOUR DAY	24	29	26 AUCKLAND ANNIVERSARY	23	23 OTAGO ANNIVERSARY	27	25	29	27	24	28 5TH CANTERBURY ANNIV
TUESDAY	29	27	24	29	26	30	28 ○	25	30	27	24	24	28	26	30	28	25	29
WEDNESDAY	30	28 ○	25	30	27	29	29	26	31	28 ○	25	25	29	27	29	27	26	30
THURSDAY		29	26	31	28 ○ ○		30	27		29	26	26	30	28		30	27	
FRIDAY		30	27		29		31	28 ○		30	27	27		29		31	28	
SATURDAY		31	28		30			29		31	28	28		30			29	
SUNDAY			29		31			30			29	29		31			30	
MONDAY			30 ○									30 ○					31	

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