



Company Questionnaire Supplementary

Ensure this questionnaire is completed and included with your records

Balance Date ___ / ___ / 2011

Client Phone:	
Client Cellphone:	
Client Email:	
Do we have your current details?	

1. Has there been any change to any of the following during the year?
- | | |
|--|----------|
| (a) the address of the registered office | Yes / No |
| (b) the directors | Yes / No |
| (d) shareholding | Yes / No |
| (e) new charges registered against the company | Yes / No |

If YES please provide details.

2. Does the company own a motor vehicle which is available for use by shareholders? Yes / No

If YES please list which vehicles are available for private use.

3. Does company own any land / buildings? Yes / No

If YES please provide date and amount of latest government valuation.

4. Does the company provide indemnity insurance for any director? Yes / No

5. Does company lease any land / buildings? Yes / No

If YES when does lease expire?

6. Has company entered into any capital commitments at balance date? Yes / No

If YES please provide details.

7. Has the company any contingent liabilities e.g., guarantees? Yes / No

If YES please provide details.

8. Have there been any events since balance date which should be noted in the financial statements? Yes / No

If YES, please provide details.

9. Does the company have any overseas investments, other than those listed on the NZ or Australian Stock Exchange? Yes / No

If YES, we require details of cost and market value at the **start** of the year. If any investments have been bought and sold during this year, please provide details.

Signature _____	Date _____
-----------------	------------