



Complete this declaration if you're applying to be an intermediary as an individual or as a key office holder of an entity (not a natural person), on behalf of the entity.

Each key office holder of an entity must also complete their own declaration. New key office holders joining an entity must also complete a declaration.

Note: A key office holder may have to complete two declarations; one as a key office holder of the entity and one as the entity itself.

Key office holders

Key office holders of an entity include:

- **Body corporates (other than a closely held company)** - tax manager, chief financial officer, chief executive officer and directors
- **Closely held companies** - all shareholders
- **Partnerships** - all partners
- **Unincorporated bodies** - each member of the entity.

Consideration given when approving/declining applications

Inland Revenue will determine whether or not it will approve an application. An application may be declined if the applicant or a key officer holder:

- is an undischarged bankrupt
- is a liquidated company
- is a company under voluntary administration or in receivership
- is not allowed by the Registrar of Companies to be a company director
- has been notified of a breach by the disciplinary body of a professional organisation they belong to
- has been convicted of any criminal offence involving dishonesty
- has an unsatisfactory compliance record with us, including outstanding returns or payments, or social policy we administer

We may also refuse to accept the entity as an intermediary if doing so would adversely affect the integrity of the tax system.

Please read these notes before filling in the form:

Questions

1. Your/Entity's name and IRD number

Please enter the entities/your full legal name, trade name (if different from the legal name) and IRD number. If making this declaration as a key office holder of an entity enter the entities details here.

2. Your IRD number

Please provide your personal IRD number if different from above.

3. Contact details

Please provide your fax, telephone number(s), email and address.

4. Other names

Please provide details of any names you personally have been previously known as.

5 - 13. Supporting Information

If you are applying as an individual complete Questions 5 - 13.

If you are applying on behalf of an entity complete Questions 8 - 13.

If you are making a declaration as a key office holder of an entity applying complete Questions 5 - 13.

Statutory Declaration

A declaration must be made by the individual or a key office holder of an entity applying to be an intermediary. All key office holders of the entity applying are also required to make a declaration. The declaration must be witnessed by a solicitor, Justice of the Peace, registrar or deputy registrar of the High Court or a District Court, or any other person authorised to take a statutory declaration. For more information on duly authorised personnel go to www.ird.govt.nz (keyword intermediaries).



1. Your/Entity's name and IRD number

Full legal name

Trade name
(if different from legal name)

IRD number (8 digit numbers start in the second box)

2. Your (key office holders) IRD number

(8 digit numbers start in the second box)

3. Your contact details

() () ()
Business phone number Business mobile number Fax number

Email address

Street address or PO Box number

Town or city Postcode

4. Please provide other names you have been known by or traded under

5. Have you been convicted of or do you have any charges pending in New Zealand or any other country in the last seven years for any dishonesty offence?

No Yes - Provide details below

6. Have you been removed from practising your profession, or been disciplined by a professional body in the last ten years?

No Yes - Provide details below (name of body, date of refusal, cancellation and reasons)

7. Are you currently an undischarged bankrupt?

No Yes - Provide details below

8. Have you previously been an intermediary or a nominee of an intermediary? If so, please provide the following details.

Name you are/were listed under

9. Have you/the entity been a key officer holder of a company under voluntary administration, receivership or liquidation?

No Yes - Provide details below

10. Are you/the entity currently in dispute with the Commissioner of Inland Revenue (include any associated entities)?

No Yes - Provide details below

11. Do you/the entity have any tax arrears or outstanding returns?

No Yes - Provide details below

12. Do any of your/the entity's associated entities have tax arrears or outstanding returns?

No Yes - Provide details below

13. Do you know of any other reason why Inland Revenue may not accept the application to be an intermediary?

No Yes - provide details below

You must make and sign this declaration.

WARNING

It is an offence to knowingly provide altered, false, incomplete, or misleading information for the purpose of being an intermediary. If approval status is obtained by fraud, false representation or the concealment of any material fact, the approval can be removed and the person concerned can be fined up to \$25,000 in the first instance and up to \$50,000 for any other subsequent occasion under the Tax Administration Act 1994.

Declaration

I,
Your full name or the entities full name

of

(place of abode)

(occupation)

solemnly and sincerely declare that the information provided by me/the entity (delete whichever does not apply) is complete and correct.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Name Signature

Declared at Place Date

Day Month Year

Declaration taken by
Signature of person taking this declaration

Full name of person taking this declaration

Title/position eg, Justice of the Peace