



Inland Revenue
Te Tari Taake

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Goods and services tax return

Goods and Services Tax Act 1985

Please use the **GST guide (IR 375)** to help you complete this return, or phone us on 0800 377 776.

GST 101

March 2005



Registration number **1**

Period covered by the return

from **2** to

This return and any payment are due

If your correct **postal** address for GST is **not** shown above, print it in Box 3.

3

If your correct daytime phone number is **not** shown here, print it in Box 4

4

Area code

Telephone number

Goods and services tax on your sales and income

OFFICE USE ONLY

Operator code Corresp. indicator
 Payment attached Return cat.

Total sales and income for the period (including GST and any zero-rated supplies) **5** \$

Zero-rated supplies included in Box 5 **6** \$

Subtract Box 6 from Box 5 **7** \$

Divide the amount in Box 7 by nine (9) **8** \$

Adjustments from your calculation sheet **9** \$

Add Boxes 8 and 9. This is your **total GST collected** on sales and income. **10** \$

Goods and services tax on your purchases and expenses

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Declaration

The information in this return is true and correct and represents my assessment as required under the Tax Administration Act 1994.

Total purchases and expenses (including GST) for which tax invoicing requirements have been met, excluding any imported goods **11** \$

Divide the amount in Box 11 by nine (9) **12** \$

Credit adjustments from your calculation sheet **13** \$

Add Box 12 and Box 13. This is your **total GST credit** for purchases and expenses. **14** \$

Print the difference between Box 10 and Box 14 here **15** \$

Signature

_____/ /
Date

If Box 14 is larger than Box 10 the difference is your GST refund

If Box 10 is larger than Box 14 the difference is GST to pay

Has payment been made electronically? Yes No

(Tick one)

Refund +

GST to pay



Inland Revenue
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Payment slip

GST 700

Registration number

Return for the period ending

This return and any payment are due

Amount of payment **16** \$

Use the envelope provided to post the top copy of both your return and payment slip, and any cheque payment. **Keep the bottom copy for your records.**

Copy your total from Box 15 to Box 16 and include any late payment penalties for this period only.