



Return your completed form to the Insolvency and Trustee Service via email applications@insolvency.govt.nz

Declaration with respect to a business - sole trader

Before the processing of your application can be completed, you need to ask someone (such as a solicitor or accountant) who has knowledge of the affairs of the business to complete the following statement and return it to the Official Assignee.

1. Applicant Details

Last name:	Estate Number:
First name(s):	

Trading name of business

I confirm the following in relation to

Yes **No**

Is the business currently trading? If not - what date did this cease?

If trading - what level of income or benefit is expected during the next 12 months? (Please supply 3 months of bank statements for all business accounts showing detailed transactions)

Is the business GST registered? If so - please advise the date the last return was filed

Has the debtor paid ACC levies? If so - please advise last paid invoice date

Has the debtor filed an income tax return? If yes please confirm the period covered

Have annual financial statements been completed?
If YES - please provide a copy of the latest set held
If NO - please advise what business records you currently hold

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

As a sole trader you are liable for any debts incurred as part of your business activity - please list any other business debts that are not recorded in your statement of affairs

Creditor name	Creditor address	Amount
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I am aware that it is an offence under s440 Insolvency Act 2006 to make a false or misleading statement to the Official Assignee.

Signature :.....

Name of signatory

Date

Nature of relationship with the business: Accountant, Solicitor:

Any other comments please write here: