Marriotts Ltd
OUR SOLUTIONS@WORK

Trust Questionnaire – 2011

Ensure this questionnaire is completed and included with your records

Client Name:		Phone:	
Balance Date:	31 March 2011	Fax:	
Email:			

To: Marriotts

<u>Terms of Engagement</u>

We hereby instruct you to prepare Financial Statements and Taxation Returns (if required). We undertake to supply all information necessary to carry out such services, and will be responsible for the accuracy and completeness of such information. Your services are not intended to, and accordingly will not result in the expression by you of an opinion on the Financial Statements in so far as third parties are concerned, or in the fulfilling of any statutory audit requirements. We understand your work cannot be relied upon to detect error and fraud and that you accept no liability for the accuracy and completeness of the information supplied by us. We further understand that the Financial Statements will be prepared at our request and for our purposes only and that you will not be liable for any losses, claims or demands by any third person.

You are hereby authorised to communicate with the Trust's bankers, solicitors, finance companies and all government agencies to obtain such information as you require in order to carry out the above assignments.
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FOR US TO START PREPARING YOUR FINANCIAL STATEMENTS AND TAX RETURNS WE NEED YOU TO PLEASE SIGN THIS AUTHORISATION.

I authorise you to act as Agent for Inland Revenue Department matters.

Signature ______________________________ Date __________________

Signature ______________________________

Convenient time to call you is: and/or alternative phone number to above is:	
When do you want your accounts completed by?	
How many copies of your Annual Accounts do you require?	☐ Copy for Bank? ☐

Please provide details of anything we should be aware of in relation to the preparation of your accounts.

Records Required

Please provide the following information if applicable:

- Copies of any new deeds ☐
- Details of gifting for the year and supporting documents ☐
- Details of Sales/Purchases of property and supporting documents (Settlement Statements etc) ☐
- Details of sales/purchases of other assets, e.g. boats, caravans etc ☐
- Details of any new investments, term deposits, share purchases etc ☐
- Details of any sales of investments etc ☐
- Interest and dividend statements ☐
- Full details of additional beneficiaries ☐
- Details of changes in trustees or trustees' details/addresses etc ☐
- Details of changes in beneficiaries details/addresses etc ☐
- Has any beneficiary become Sui Juris (turned 20 years old) during the year? Which beneficiary? ☐

Thank you for completing this questionnaire
Don't forget to sign it!