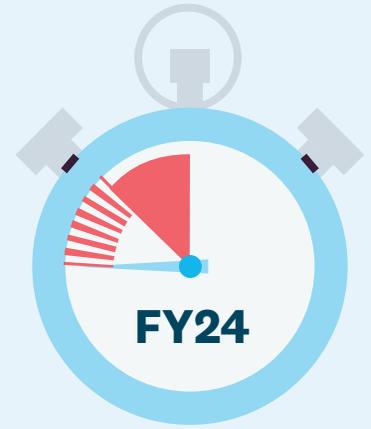


Financial year calendar and the countdown to tax time



A lot of things need to happen between the end of financial year (EOFY) and tax time. Here are the work-on dates and deadlines* to keep in mind when getting tax ready.

*where an Inland Revenue payment deadline falls on a weekend, we've adjusted the deadline to be the next business day. Please refer to Inland Revenue for more information.

Key dates in February

FEBRUARY 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

2024

Key dates in March

MARCH 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
					31	

- * **Deadline for FY23 end-of-year income tax payment**
(if you didn't use a Tax Agent or lost your extension of time)
- Chase late payments and write off bad debts

- * **Deadline for Tax Agent to lodge your FY23 income tax return**
(with an extension of time)
- * **EOFY24. Close your books for the year**
(EOFY falls over Easter Weekend, so you might want to sort your filing out early)
- Do a stocktake if you hold inventory

April

8 April 2024

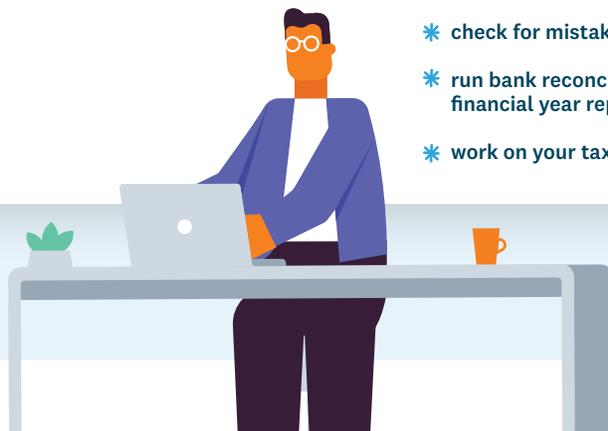
Deadline for your FY23 end-of-year income tax payment

(if you have a Tax Agent)

May

If you plan to do your tax return yourself:

- * make sure your FY24 accounting records show every transaction
- * check for mistakes
- * run bank reconciliation reports and other end of financial year reports
- * work on your tax return



June

If you use an Advisor or Tax Agent, liaise with them around your FY24 financials



2024

July

8 July 2024

Deadline for your FY24 income tax return

(if you don't use a Tax Agent or don't have an extension of time)

July - December

Your Advisor or Tax Agent will:

- * check that bank statement balance matches bank
- * process year end adjustments
- * run a profit-and-loss report and balance sheet
- * work on your tax return

Don't forget your regular PAYE, GST and provisional tax due dates



Key dates in February



- * **Deadline for FY23 end-of-year income tax payment**
(if you didn't use a Tax Agent)

● Chase late payments and write off bad debts

Key dates in March



- * **Deadline for Tax Agent to lodge FY24 income tax return**
(with an extension of time)

* EOFY25. Close your books for the year

● Do a stocktake if you hold inventory