

Company Closure Options

Now that the final set of accounts & tax returns have been filed, we understand that it is your intention for the above company to be removed from the company register.

There are two options that can be used to achieve this;

1. The formal short form liquidation procedure:

Whereby all appropriate documentation is completed and filed with the relevant organisations at the appropriate time. In order to minimise any tax liabilities in the future we recommend this method.

- Forward Special Shareholder Resolution to shareholders for signature and return to this office.
- Received back signed form.
- Letter to IRD to request written confirmation that they have no objection to company being removed from register.
- When received back, forward IRD consent and Special Shareholder Resolution to Companies Office to request removal of company from register.
- 25 days after acknowledgement received from Companies Office, search to be made of Companies Register.
- When company shows on Companies Office register as 'Struck Off', letter to be sent to IRD for them to update their records
- When confirmation received from IRD that they have updated their records, deletion process in M & H 2015 Limited records to commence.

Our cost for option 1 is \$1,200 + GST and would be invoiced to the shareholders of the company and is payable at the commencement of the process. Please note that our fee does not include preparing the final set of accounts and tax returns.

2. Non Filing of Company Annual Return:

Whereby the company is struck off as a result of failing to file the annual return with the Companies Office.

If you elect to use this method for the company strike off, we must advise that M & H 2015 Limited will delink your Company from our agency with the IRD and we will archive the Company from our database. You acknowledge that you will be responsible to advise IRD to close income tax accounts and to cease the IRD number once the company is struck off the Companies Office register. M & H 2015 Ltd will accept no responsibility for any tax liabilities which might occur in the future as a result of this action, as IRD can reinstate the company very easily at any point.

If your company has a shareholder current account and this is not dealt with appropriately, this can be considered remission income and the shareholders would be liable for the tax on this income.

This second option will not incur any further charges from M & H 2015 Limited however; please note that we do not consider leaving the company to be struck off the register risk free.

Company Name: _____

Please sign ONE of the options below

Option 1

We hereby authorise M & H 2015 Limited to commence the formal procedure for the removal of the company from the Companies Register. (Cost \$1200 + GST)

Signed: _____ Date: _____

Option 2

We hereby authorise M & H 2015 Limited to commence the second option to delink the above named company from their Agency with the IRD and archive in their database. We declare our intention to have the company struck off by not filing the annual return with the Companies Office. (No charge for this option)

Signed: _____ Date: _____