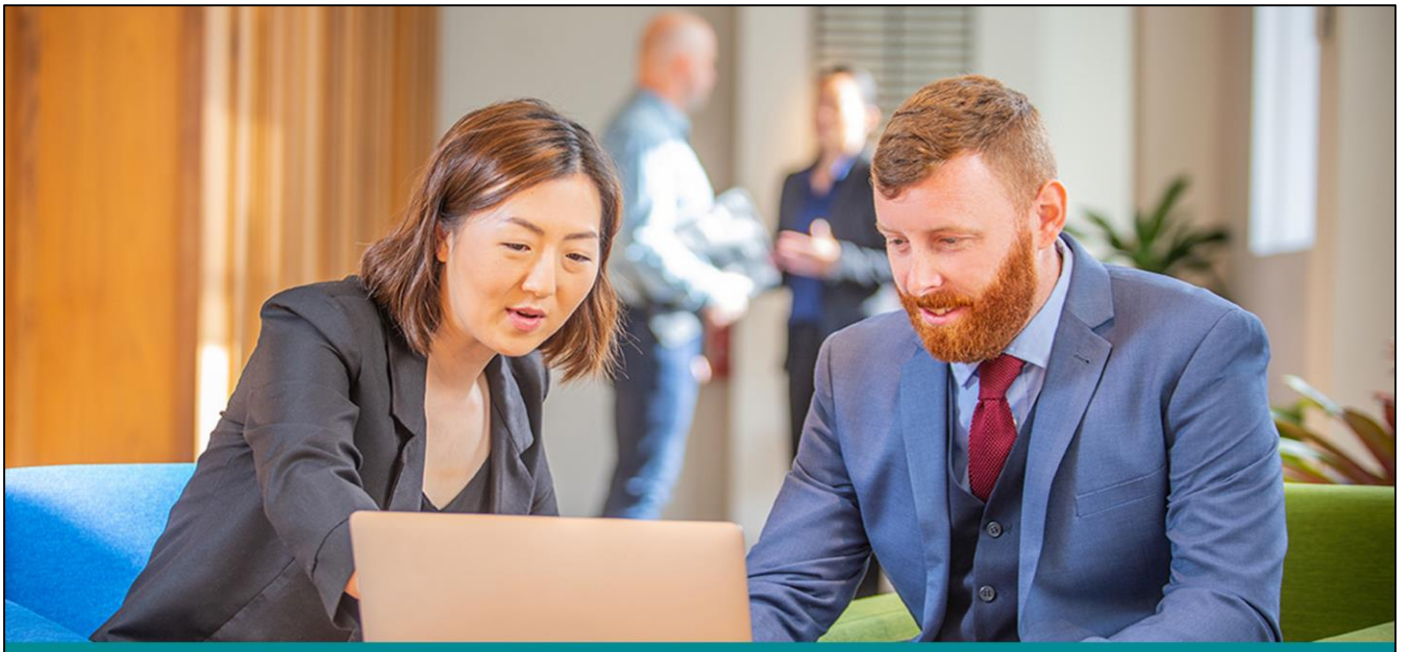

Setting up a new NZ foreign trust in myIR

What to do from 1 March 2021

Inland Revenue
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Introduction

Rata Kamau
Transformation
Account Manager

Anil Srinivasa
Transformation
Account Manager

Greetings everyone and welcome to this webinar.

- My name is Rata Kamau and I'm a Transformation Account Manager at Inland Revenue working with Industry Associations, Professional bodies and Iwi across New Zealand.
- And my Name is Anil Srinivasa and I'm also an account manager at Inland Revenue working with the financial sector.

In this webinar we're going to guide you through how to set up a new New Zealand foreign trust after 1 March 2021.

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Purpose

Purpose of this webinar is to:

Explain how to set up a new NZFT with an IRD number and myIR account including:

- Apply for an IRD number
- Register for a myIR logon
- Register an NZFT in myIR

Further NZFT webinars: www.ird.govt.nz/webinars

Find out more: www.ird.govt.nz/foreign-trust-changes

Questions
- **about a specific trust: send a web message from myIR**
- **general NZFT queries: email nzforeigntrusts@ird.govt.nz**

From 1 March 2021, to set up a new NZFT you will need to:

- Get an IRD number
- Create a myIR web logon in time for your first filing
- If you are managing your myIR access through a Trustee company or your individual IRD number, the ‘Owner’ logon will need to claim access to the new IRD number and NZFT account and then delegate access to any additional logons

The purpose of this webinar is to explain how to set up a new NZFT with an IRD number and myIR account including:

- Applying for an IRD number for a new NZFT
- Registering for a myIR logon, if applicable, and get online access
- Registering an NZFT in myIR

We’ve included some screen shots to help guide you.

We also have other webinars you may find useful:

- To find out how to add new logons and grant access see our webinar: *Getting ready: setting up your New Zealand foreign trust’s myIR including getting access.*
- To find out how to manage your account in myIR once you’re set up see our webinar: *Managing your New Zealand foreign trust*

You’ll find both these webinars on our website.

To keep up to date with the changes you can also visit our website at www.ird.nz/foreign-trust-changes.

If you have any questions about a particular trust please send a web message from myIR.

General NZFT queries can be sent to nzforeigntrusts@ird.govt.nz

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Setting up

If you are a registered tax agent:

- From the Client registration section on the Tax preparer tab you can:
  - register for an IRD number and, once it is allocated
  - register the IRD number for an NZFT account

If you are not a registered tax agent:

- setting my a new NZFT is a three step process:
  - Get an IRD number
  - Set up myIR access
  - Register the NZFT account

If you are a registered tax agent, you can register for an IRD number, and once it is allocated, register the IRD number for an NZFT account all from the Client registration section on the Tax preparer tab. The following screen shots of what is needed to complete the registration are the same.

If you are not a registered tax agent, setting my a new NZFT is a three step process:

1. Get an IRD number
2. Set up myIR access
3. Register the NZFT account

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Setting up – IRD number

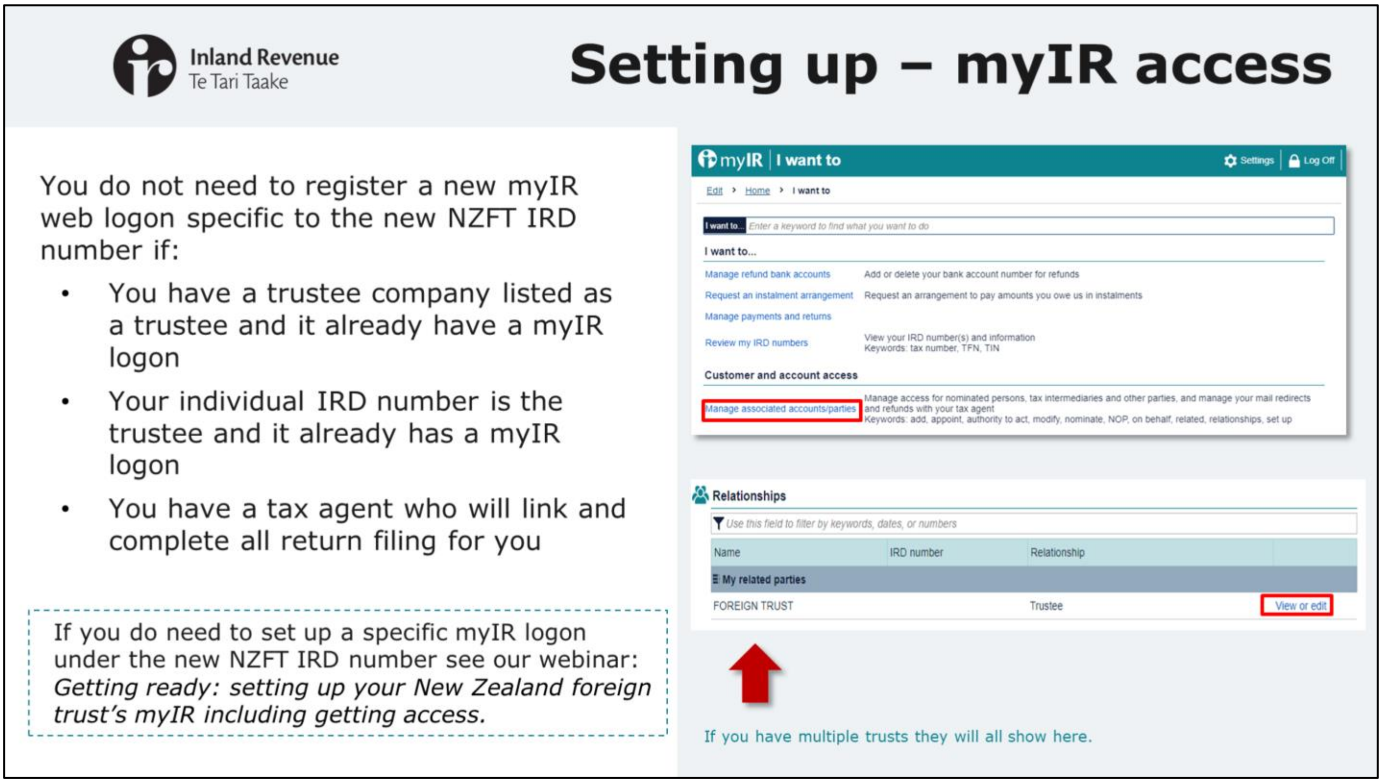
How to apply for an IRD number

- You can do this via:
  - a link on the IR website (www.ird.govt.nz/ird number)
  - paper forms will be available where necessary
  - tax agents can continue to apply for an IRD number in myIR from the Tax Preparer tab.
- When applying, you will be asked if you are an NZFT

New NZFT's will need an IRD number. You can apply for an IRD number via:

- The IR website
- Where necessary, a paper form will be available
- Or if you are a tax agent you can apply for an IRD number from the Client Registration service on the Tax Preparer tab in myIR

When completing the IRD number registration you will be asked if you are an NZFT.



Once you've got the IRD number you need to decide how you'll be accessing the entity in myIR

You do not need to register a new myIR web logon specific to the new NZFT IRD number if:

- You have a trustee company listed as a trustee and it already have a myIR logon
- Your individual IRD number is the trustee and it already has a myIR logon
- You have a tax agent who will link and complete all return filing for you

Instead, to claim online access to the new IRD number from your trustee logon:

- go into myIR using your trustee company or personal IRD number (must be 'Owner' logon)
- go into your trustee company or personal IRD number tile.
- Under **'I want to...'>More** select **Manage associated accounts/parties** and find the new trust in the table of related entities
- Click into the 'View or edit' hyperlink and then under I want to select Get account access and claim any registered accounts (e.g. income tax)
- This will add the Trust to your myIR home page – and when you click into it, you'll see all the trusts accounts
- If you cannot see the new trust in the related parties table IR has not been able to connect you to them.

If you have any difficulty contact us with a secure web message in myIR.

If you want to set up a specific myIR logon under the new NZFT IRD number then see our webinar on *Getting ready: setting up your New Zealand foreign trust's myIR including getting access* for instructions on registering for myIR

Now that you're logged into myIR, and in the new IRD number, you need to register it for a NZFT account.

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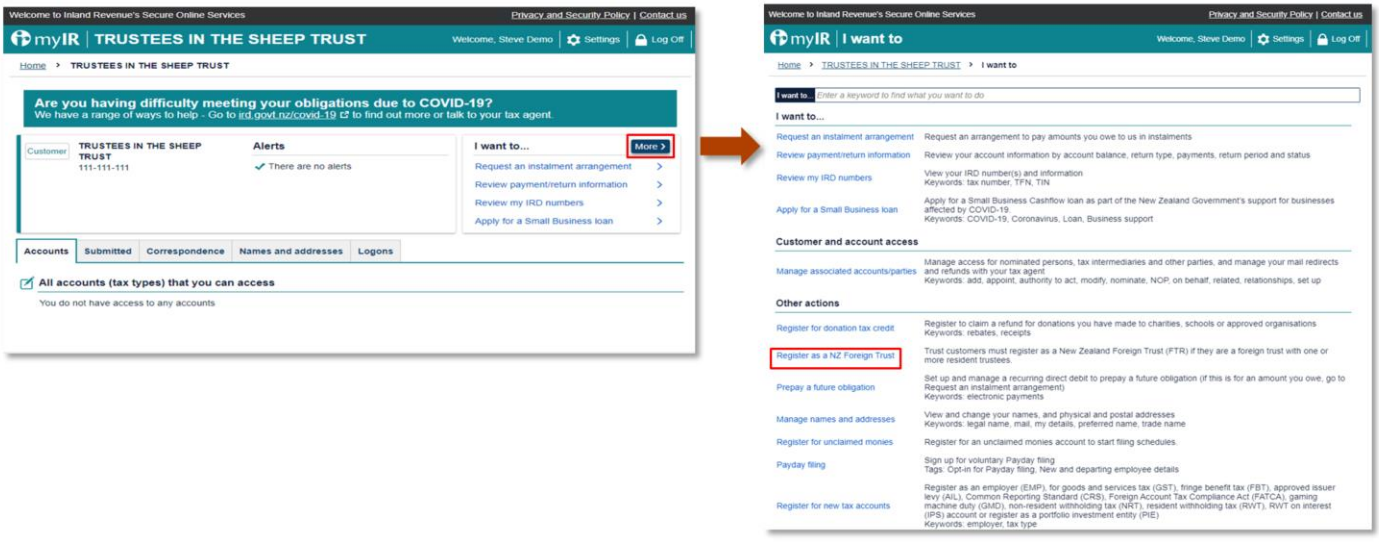
Registering an NZFT in myIR

Now we’ll look at how to register your NZFT account.

Registration



- Once you have been allocated an IRD number and have access to this in myIR you will be able to complete the NZFT registration for the new IRD number via your myIR account.
- This request will only be available for customers who are complying or New Zealand foreign trusts (complying trusts can only be registered if they are also foreign trusts). The request can be found in the 'I want to' section. You can select **More** to see the full list of actions.
- Under 'Other actions' select **Register as a NZ Foreign Trust**.

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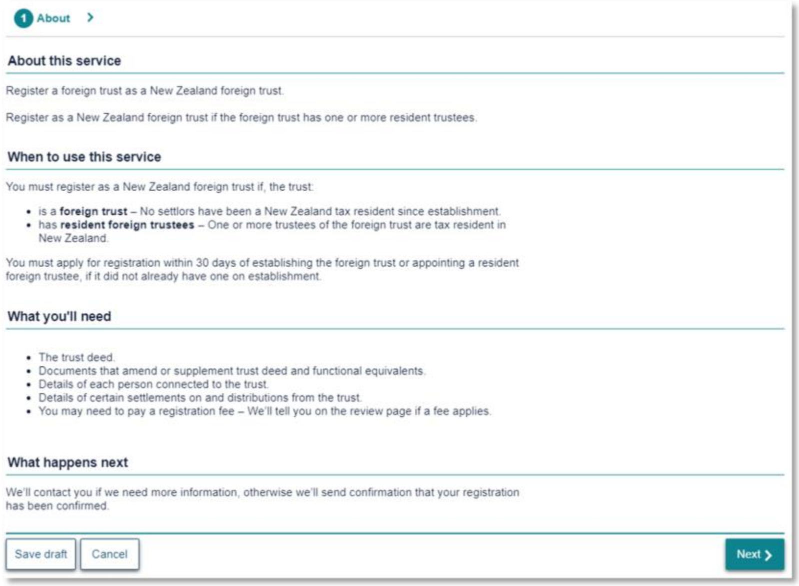
Registration



1 About >

About this service

Register a foreign trust as a New Zealand foreign trust.

Register as a New Zealand foreign trust if the foreign trust has one or more resident trustees.

When to use this service

You must register as a New Zealand foreign trust if, the trust:

- is a **foreign trust** – No settlors have been a New Zealand tax resident since establishment.
- has **resident foreign trustees** – One or more trustees of the foreign trust are tax resident in New Zealand.

You must apply for registration within 30 days of establishing the foreign trust or appointing a resident foreign trustee, if it did not already have one on establishment.

What you'll need

- The trust deed.
- Documents that amend or supplement trust deed and functional equivalents.
- Details of each person connected to the trust.
- Details of certain settlements on and distributions from the trust.
- You may need to pay a registration fee – We'll tell you on the review page if a fee applies.

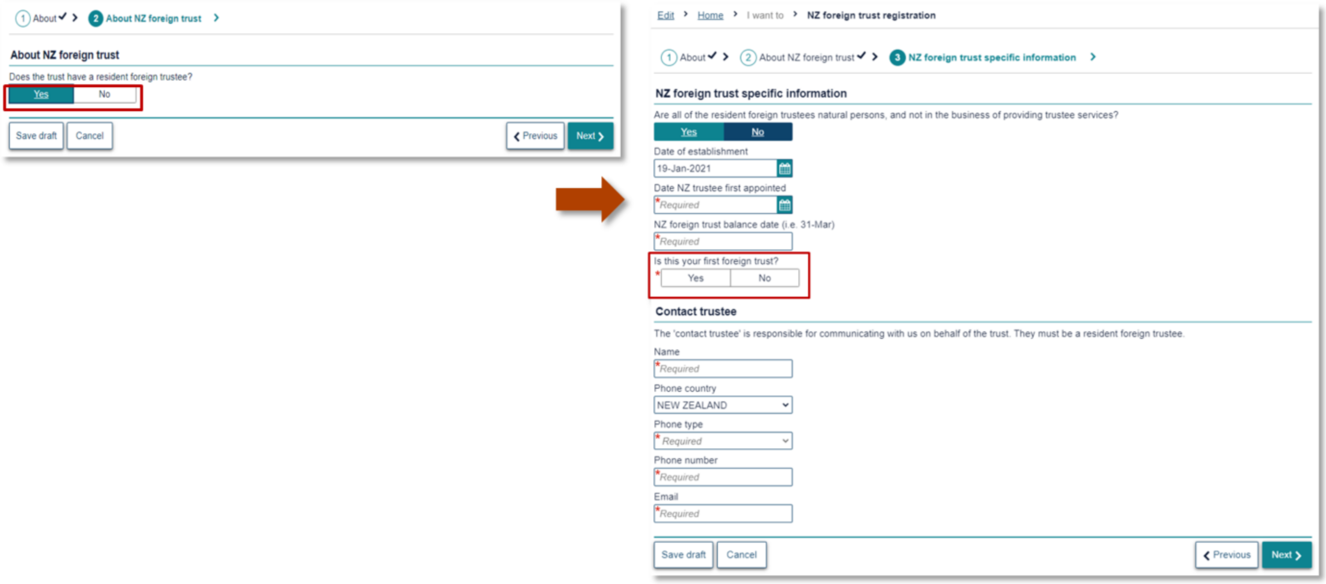
What happens next

We'll contact you if we need more information, otherwise we'll send confirmation that your registration has been confirmed.

Save draft | Cancel | Next >

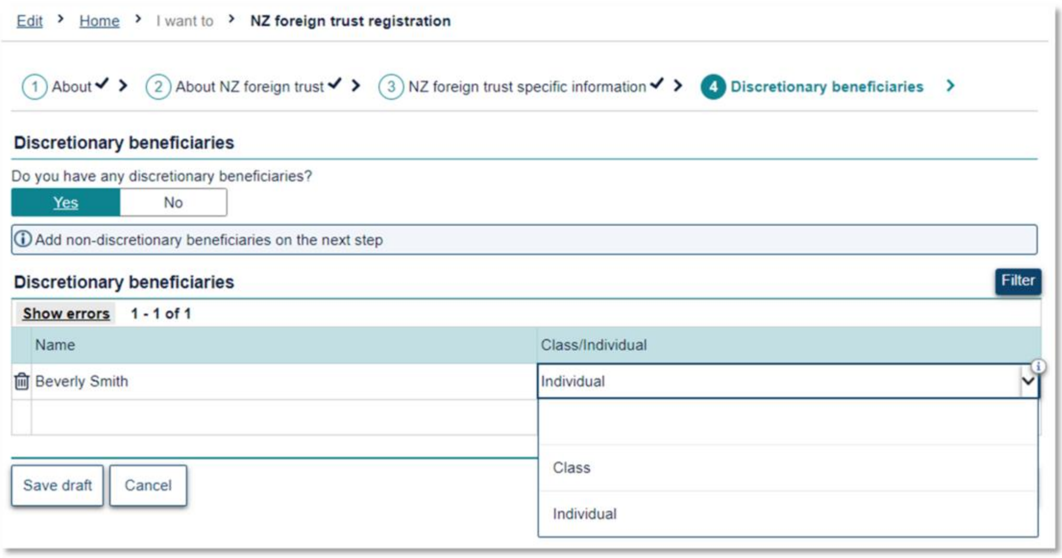
The first page of the application is the 'About' page, which tells you when you should register as a New Zealand foreign trust and what you will need in order to complete the registration.

Registration

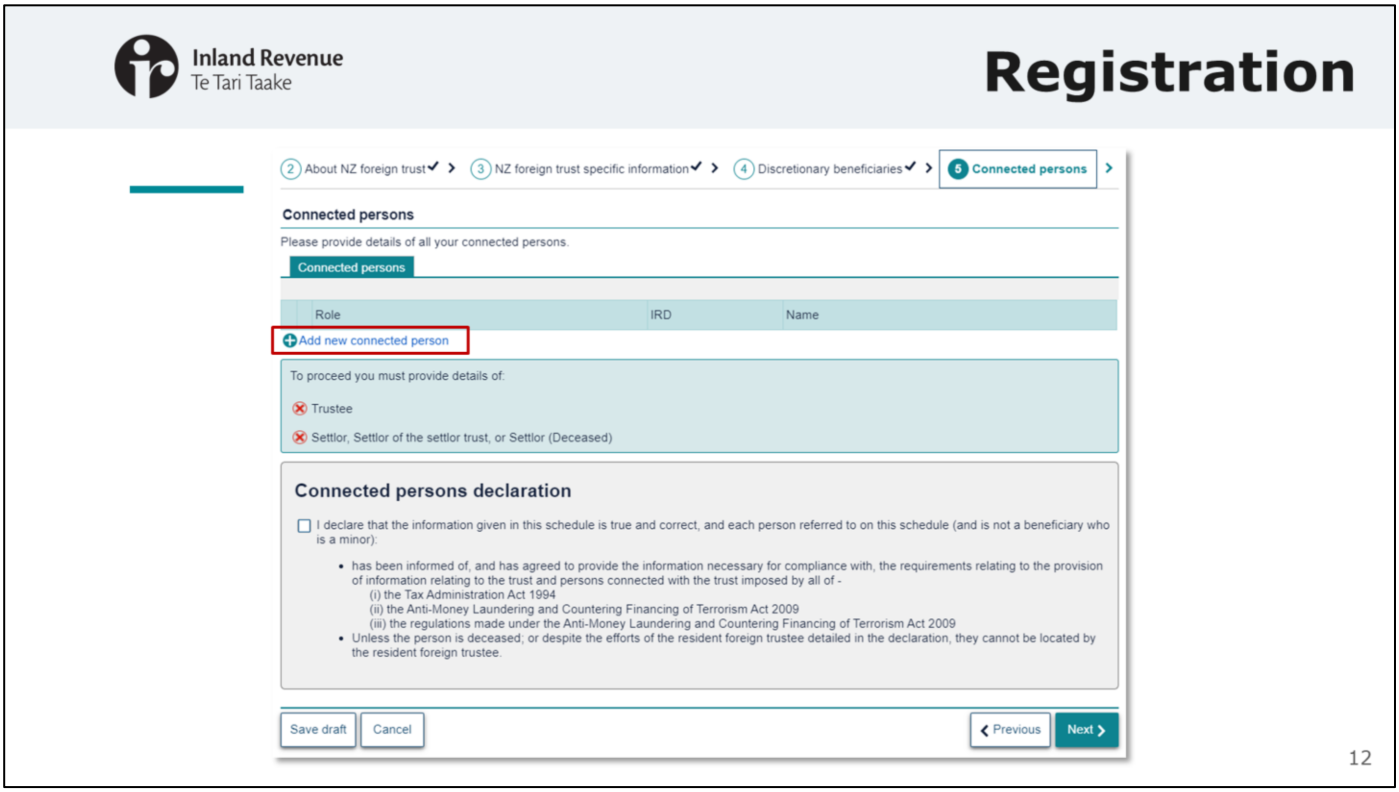


- You are asked to confirm that the trust has a resident foreign trustee.
- If you select no, a message will advise you that you do not need to register as a New Zealand foreign trust.
- If you select yes, you are asked if the resident foreign trustee is a natural person, and not in the business of providing trustee services. If they are a natural person, you will be asked to confirm if this is your first foreign trust.

Registration



You will then be asked if there are any discretionary beneficiaries associated with the trust. If you select yes, a table will be displayed to provide these details.



- You are required to provide the details of connected persons during registration. You won't be able to proceed with registration until you have provided the required information.
- To add a new connected person click on the **Add new connected person** link.

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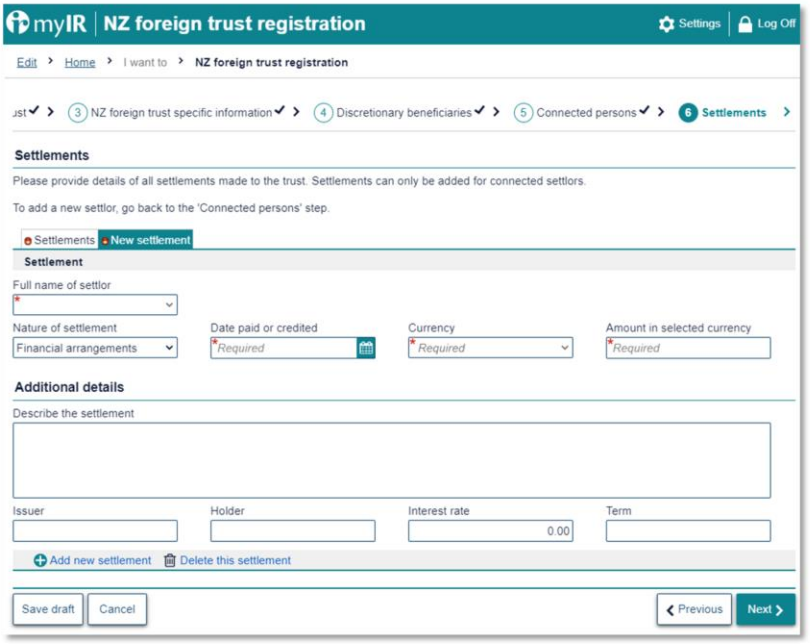
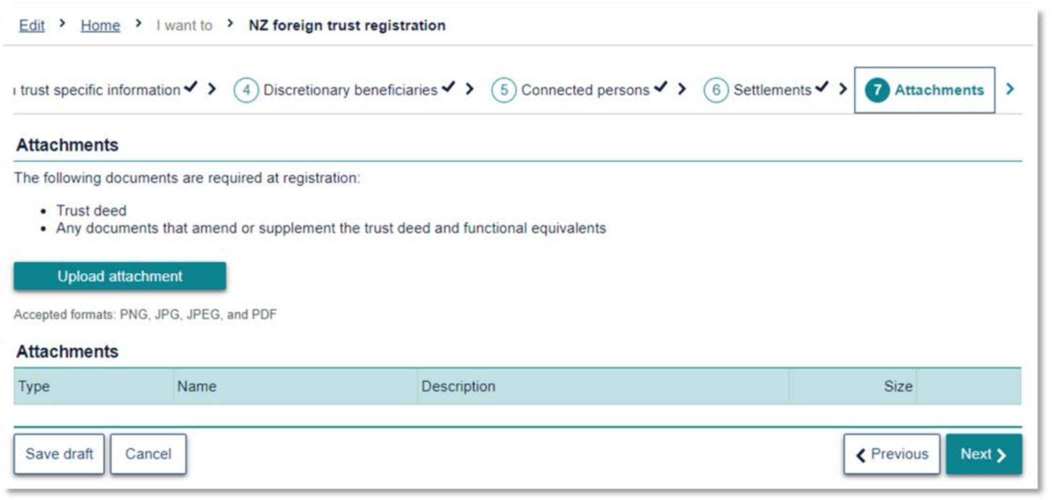
Registration



You will be prompted to provide the details of settlements you have received.

Registration



- You must supply a copy of the trust deed when submitting the registration. You can also attach additional supporting documents at this time. You can do this through the **upload attachment** functionality.
- If you have already attached the trust deed (as part of the IRD registration number) you will not be required to provide it again. However, you must provide any documents that amend or supplement the trust deed.

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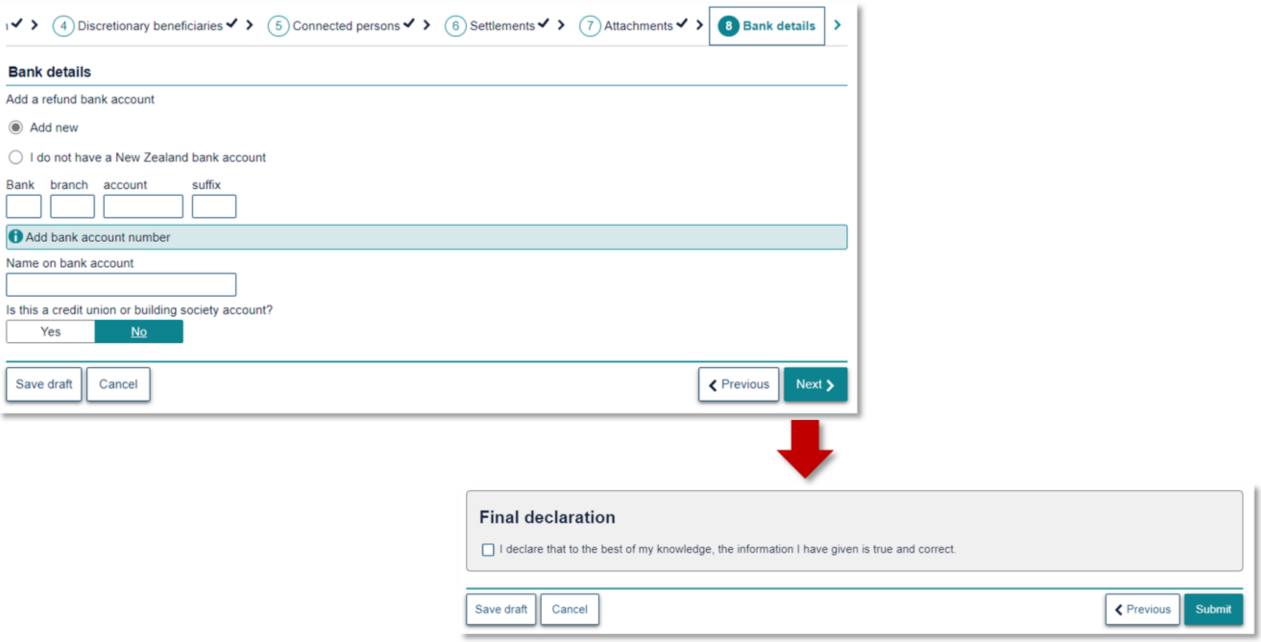
Registration



- You will then be asked to supply a New Zealand bank account, or advise a reason as to why you do not have one.
- Tax agents registering a new NZFT will not be able to add a new bank account at this point. But once the NZFT account has been created, if they have 'Full account access' they can update the refund bank account then.
- Before submitting the registration, you'll be asked to review all the information provided, and confirm that it is true and correct.

Registration

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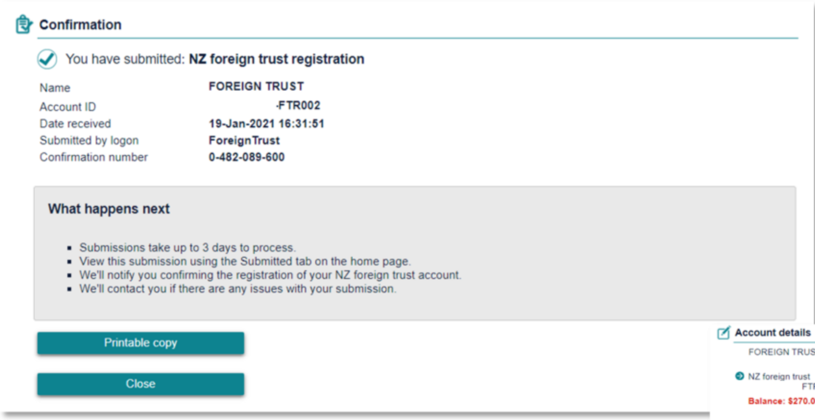

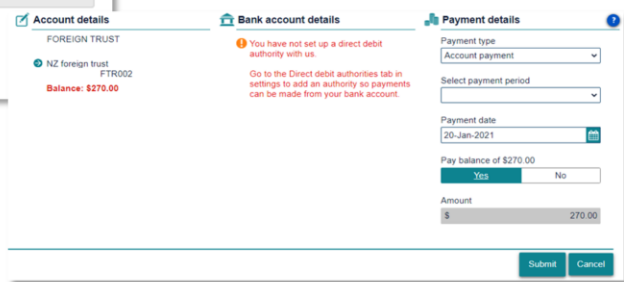

- Once you’ve submitted the application, you will be given the option to pay the registration fee at this time. Selecting this option will direct you to the payment screen.
- You can learn about different payment options in the webinar *Managing your New Zealand foreign trust in myIR.*
- You will receive notification and the tax invoice once the registration has been processed.

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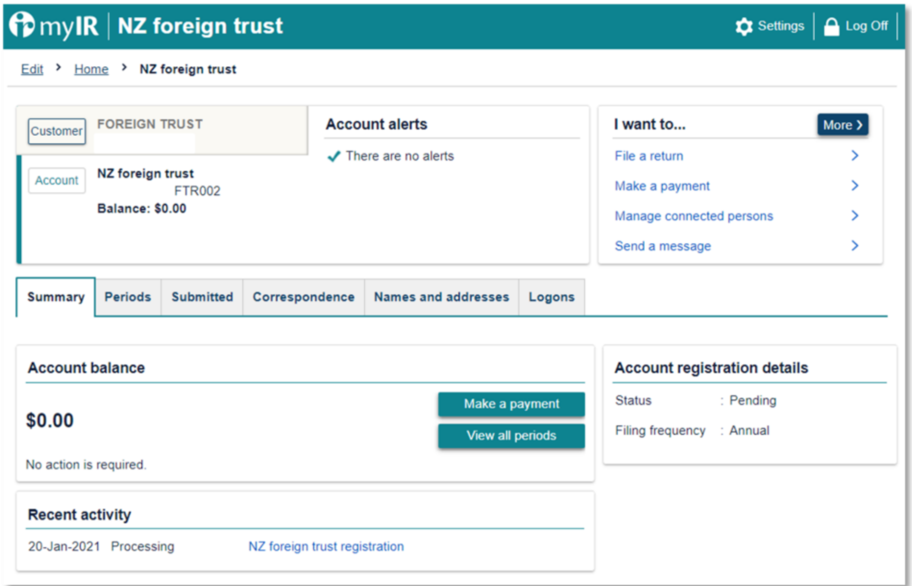
Registration



Once registration is confirmed you'll be able to manage your account in myIR.

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Further webinars

NZFT Webinars

There are three webinars in this series. You can find them at: ird.govt.nz/webinars

- Getting ready: setting up your New Zealand foreign trust's myIR including getting access
- Managing your New Zealand foreign trust in myIR
- Setting up a new New Zealand foreign trust in myIR

That concludes this webinar. As a reminder, we have three webinars in this series that can help you manage your NZFT(s) in myIR:

- Getting ready: setting up your New Zealand foreign trust's myIR including getting access
- Managing your New Zealand foreign trust in myIR
- Setting up a new New Zealand foreign trust in myIR

You can find all of these at ird.govt.nz/webinars

As we said earlier, if you have any questions about a particular trust please send a web message from myIR.

General queries about NZFTs can be sent to nzforeigntrusts@ird.govt.nz

Thank you for watching and we hope you have found this webinar useful.

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Thank you