

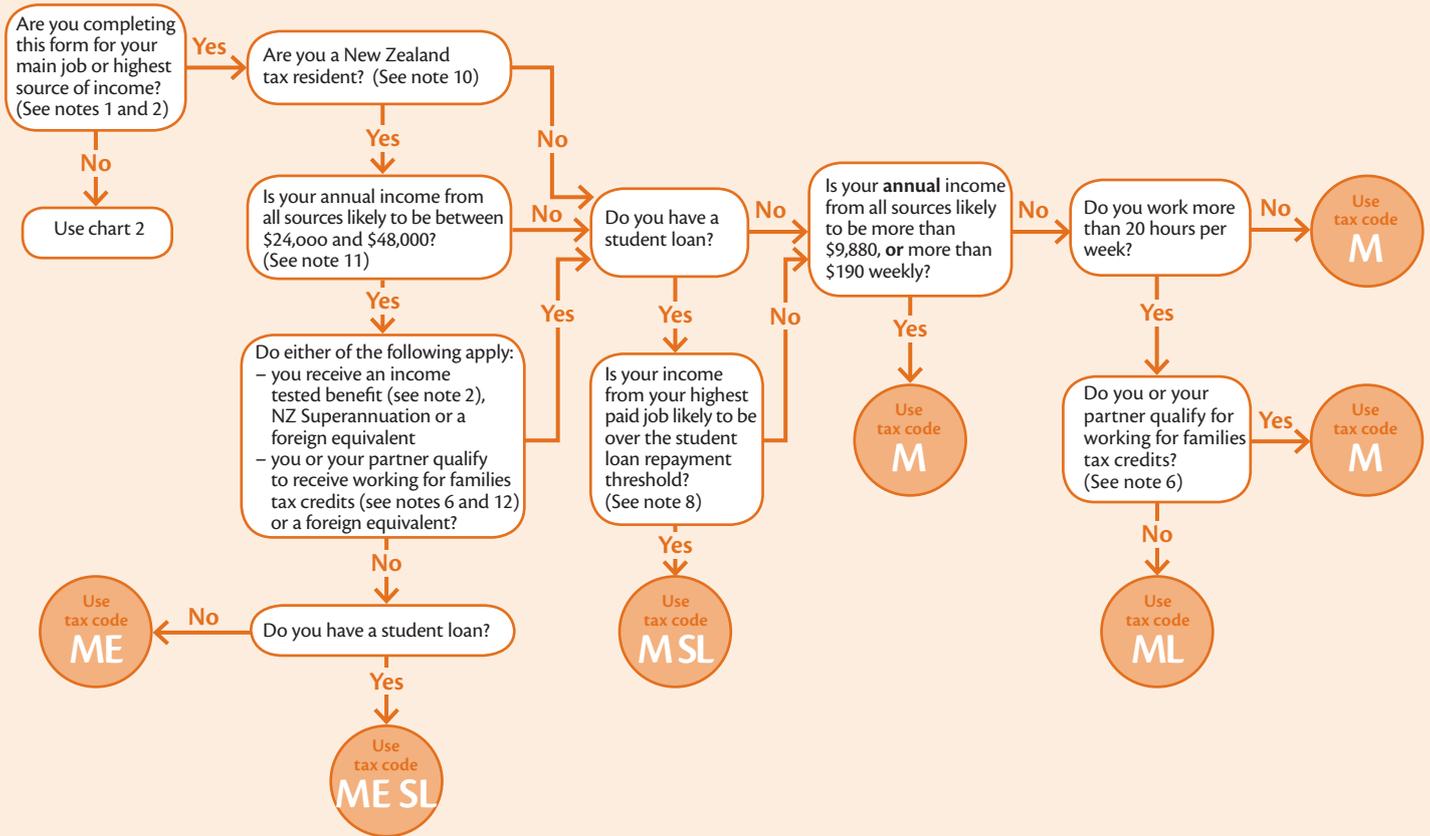


## Choose your tax code

If you're a **casual agricultural worker, shearer, shearing shedhand, election day worker**, have a **special tax code** or are receiving **schedular payments** DO NOT USE THIS FLOWCHART, instead refer to "Other tax code options" at the top of page 3.

### Chart 1

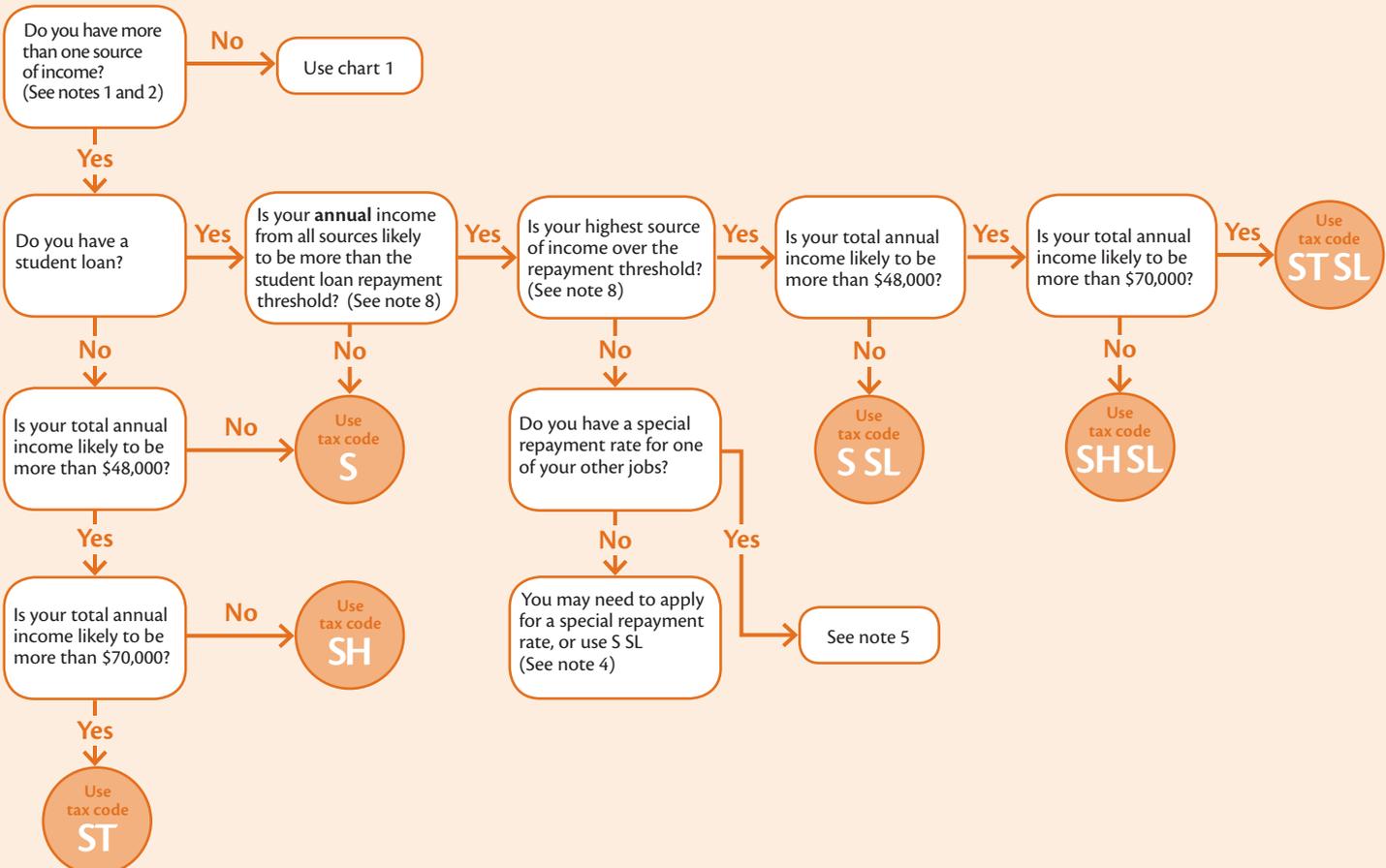
Use this chart to select your tax code for your main job or highest source of income



When you've worked out your tax code, enter it in the tax code circle at Question 2 on page 1.

### Chart 2

Use this chart to select your tax code for your second source of income



When you've worked out your tax code, enter it in the tax code circle at Question 2 on page 1.

## Other tax code options

If you receive any of the following types of income you'll need to use one of the codes below.

**Select one tax code and enter it in the tax code circle on page 1**

**CAE** Enter this code if you're a **casual agricultural worker, shearer or shearing shedhand** (see note 9 below).

**EDW** Enter this code if you're an election day worker.

**STC** Enter this code if you have a *Special tax code certificate (IR 23)* from Inland Revenue. Please attach a copy of the certificate to this declaration form (see note 3 below).

**WT** Enter this code if you're receiving schedular payments—this is for contract work, not for salary or wages. All ACC personal service rehabilitation payments\* which are paid by ACC\*\* are classified as schedular payments. You'll also need to find your schedular payment activity (see page 4).

\* attendant care, home help, childcare, attendant care services related to training for independence, attendant care services relating to transport for independence, paid under the Injury Prevention and Rehabilitation Compensation Act 2001.

\*\* includes accredited employers.

## Notes to help you complete this form

1. **"Source of income"** means income such as salary, wages, a benefit, weekly accident compensation payments, New Zealand Superannuation or a student allowance.
2. If you receive a **benefit** (other than New Zealand Superannuation) it will be considered your highest source of income and will automatically have a tax code of **"M"**. **You must use chart 2 to select your tax code for your second source of income.**
3. A **special tax code** is a tax deduction rate worked out to suit your individual circumstances.  
You may want to get a special tax code if the regular tax codes will result in you paying either not enough or too much tax. This may happen if you have a rental property, business losses, or income that doesn't have tax deducted before you receive it. This may also happen if you receive payments from either ACC or an ACC client for providing ACC personal service rehabilitation care, and you expect to earn over \$14,000 from all sources.  
If you're not sure, call us on 0800 227 774 to see if a special tax code is suitable.  
You can get a *Special tax code/student loan special repayment rate application (IR 23BS)* from [www.ird.govt.nz](http://www.ird.govt.nz) or by calling our automated phone service, INFOexpress on 0800 257 773. Please have your IRD number handy.
4. As shown in chart 2, if you choose S SL as your tax code, you may pay more towards your student loan than you're required to. To help prevent you under or overpaying your student loan we recommend that you apply for a special repayment rate. You can get a *Special tax code/student loan special repayment rate application (IR 23BS)* from our website or by calling INFOexpress on 0800 257 773. For more information about special repayment rates go to [www.ird.govt.nz/studentloans](http://www.ird.govt.nz/studentloans)
5. If you already have a special repayment rate and your circumstances have changed, you'll need to call us on 0800 227 774 so we can recalculate your repayment rate and **advise you of the correct tax code to use for this job.**
6. **Working for families tax credits** is financial help for families who have children aged 18 or under who are not financially independent. How much you can get depends on:
  - how many children you have
  - how much you and your partner earn (your total family income)
  - where you get your income from.For more information about working for families tax credits go to [www.ird.govt.nz](http://www.ird.govt.nz)
7. If you're **under 19 and still at school**, you must use the **"M"** tax code for your income.
8. If you need to know the **student loan repayment threshold**, go to [www.ird.govt.nz/studentloans](http://www.ird.govt.nz/studentloans) or call us on 0800 377 778.
9. **Casual agricultural workers** are persons engaged in casual seasonal work on a day-to-day basis, for up to three months.
10. You are a New Zealand tax resident in any of these situations:
  - you are in New Zealand for more than 183 days in any twelve-month period, or
  - you have an enduring relationship with New Zealand, or
  - you are away from New Zealand in the service of the New Zealand Government.
11. Your annual income is your total income from all sources, from 1 April to 31 March, excluding losses carried forward from a previous year. You can deduct any allowable expenses and current year losses.
12. Independent earner tax credit (IETC) is included in the ME and ME SL tax codes. You are not eligible for IETC if:
  - you receive a benefit, NZ superannuation or a foreign equivalent, or
  - you or your partner are eligible for working for families tax credits or a foreign equivalent, or
  - your annual income is less than \$24,000 or over \$48,000.
13. You'll need to change your tax code if your circumstances change during the year. For example:
  - you decrease your hours at a second job
  - you repay your student loan
  - your eligibility for the IETC changes.

**Note** If you need help choosing your tax code please go to [www.ird.govt.nz](http://www.ird.govt.nz) or call us on 0800 227 774.

## Rate of tax deductions from schedular payments

Schedular payments are made to people who are **engaged under a contract for service**. All ACC personal service rehabilitation payments which are paid by ACC are classified as schedular payments. These payments are taxed at flat rates. If you're doing any of the types of work listed below on contract, enter the activity name in the box at Question 2 on page 1.

**Your tax code will be "WT"**, which means you'll be required to file an **IR 3** tax return at the end of the financial year. ACC clients or carers receiving ACC personal service rehabilitation payments may not be required to file an IR 3.

Activity	Normal tax rate	Rate if no tax code declared
ACC personal service rehabilitation payments (attendant care, home help, childcare, attendant care services related to training for independence and attendant care services related to transport for independence) paid under the Injury Prevention and Rehabilitation Compensation Act 2001.	12.5c	27.5c
Agricultural contracts for maintenance, development, or other work on farming or agricultural land	15c	30c
Agricultural, horticultural or viticultural contracts by companies and other contractors, including supply of labour, for pruning and/or thinning of fruit trees or vines, and picking and/or packing of fruit or grapes	15c	30c
Apprentice jockeys or drivers	15c	30c
Cleaning office, business, institution, or other premises (except residential) or cleaning or laundering plant, vehicles, furniture etc	20c	35c
Commissions to insurance agents and sub-agents and salespeople	20c	35c
Company directors' (fees)	33c	48c
Contracts wholly or substantially for labour only in the building industry	20c	35c
Demonstrating goods or appliances	25c	40c
Entertainers (New Zealand resident only) such as lecturers, presenters, participants in sporting events, and radio, television, stage and film performers	20c	35c
Examiners (fees payable)	33c	48c
Forestry or bush work of all kinds, planting, sowing or gathering vegetables, or flax planting or cutting	15c	30c
Freelance contributions to newspapers, journals (eg, articles, photographs, cartoons) or for radio, television or stage productions	25c	40c
Gardening, grass or hedge cutting, or weed or vermin destruction (for an office, business or institution)	20c	35c
Honoraria (including payments to mayors, chairpersons and members of councils, boards of trustees, boards, committees and official clubs or societies)	33c	48c
Modelling	20c	35c
Non-resident contractors <sup>1</sup> :		
– work in respect of construction, installation, assembly and similar projects	15c	30c
– professional or technical services for such projects	15c	30c
– hire of equipment or personnel (other than as employees)	15c	30c
Non-resident contractor companies <sup>1</sup>	15c	20c
Non-resident entertainers and professional sportspeople visiting New Zealand <sup>2</sup>	20c	N/A
Payments for:		
– caretaking or acting as a watchman	15c	30c
– mail contracting	15c	30c
– milk delivery	15c	30c
– refuse removal, street or road cleaning	15c	30c
– transport of school children	15c	30c
Proceeds from sales of:		
– eels (not retail sales)	25c	40c
– greenstone (not retail sales)	25c	40c
– sphagnum moss (not retail sales)	25c	40c
– whitebait (not retail sales)	25c	40c
– wild deer, pigs or goats or parts of these animals	25c	40c
Sharefishing (on contract for the supply of labour only)	20c	35c
Shearing or droving	15c	30c
Television, video or film: on-set and off-set production processes (New Zealand residents only)	20c	35c

<sup>1</sup> Applications for exemption certificates or enquiries about non-resident contractors should be sent to: **Team Leader, Non-resident Contractors Team, Large Enterprises Assistance, Private Bag 39984, Wellington Mail Centre, Lower Hutt 5045, New Zealand. Phone 64 4 890 3056 Fax 64 4 890 4510**

<sup>2</sup> The following may be entitled to exemption from tax:

- non-resident entertainers taking part in a cultural programme sponsored by a government or promoted by an overseas non-profit cultural organisation
- non-resident sportspeople officially representing an overseas national sports body.

Send applications for exemption to:

**Team Leader, Non-resident Entertainment Unit, Large Enterprises Assistance, PO Box 5542, Wellesley Street, Auckland 1141, New Zealand. Fax 09 377 1159**