CLIENT INTERVIEW AND INFORMATION QUESTIONNAIRE – 2018 TRUST AND ESTATE INCOME

CLIENT NAME: (Note any changes here)

Postal Address ______________________________ **Home Address** ______________________________

______________________________ ______________________________

Email Address ______________________________ **Phone Number** ______________________________

Contact Names: 1 ______________________________ **2** ______________________________

RECORDS AND INFORMATION REQUIRED

PLEASE PROVIDE THE FOLLOWING

1. Administration

We appreciate that in many instances we will have details/documentation regarding the following matters. However, it is appropriate to ensure on an annual basis that we have been advised of any changes

Enclosed Tick here

- Have there been any changes in Trustees during the year? **Yes/No** ☐
- Have there been any variations to the Trust Deed, resettlements or other major changes to Trust arrangements during the year? **Yes/No** ☐
- Have any assets or investments been purchased/transferred from the settlor(s) to the Trust during the year? **Yes/No** ☐
- Have any gifts been received during the year? (cash, assets, forgiveness of debt) **Yes/No** ☐
- Have there been any capital or income distributions to beneficiaries during the year? **Yes/No** ☐
- Have any advances or loans been made during the year? **Yes/No** ☐

If you have answered yes to any of the questions above, please provide details and copies of the relevant information.

2. Interest and Dividends

- Interest Certificates and Dividend Certificates ☐
- Overseas Income Records ☐
- Investment Adviser/Broker Summaries ☐
- Income from Portfolio Investment Entities (PIE) ☐

3. Business Income/Rental Income

Please complete the Business Questionnaire. ☐

I confirm that there is no change in circumstances that requires an update of our Terms of Engagement. A copy of the Terms of Engagement is available on our website.

CLIENT SIGNATURE:……………………………………………………. DATE:……………………