



## WBB Newsletter - December 2009

### Our Topics:

- Thank you
- Xero
- Important Dates
- Team Update
- New Website
- Housekeeping
- WBB Christmas Closing Dates



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### Thank you

We would like to say a special thank you to all our clients for their support this year. It's been a difficult year for many, however we are really looking forward to brighter prospects in 2010. Thanks guys!

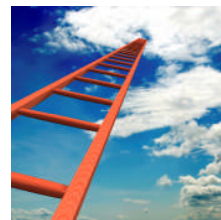
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### Xero

What is Xero? Xero is an easy-to-use but powerful online accounting system designed specifically for small business. It allows you to monitor your financial performance in real-time – so you always know the state of your cashflow. One of the main features in Xero is automated bank feeds. These feeds make reconciliation easy and even fun. You can automatically import your bank statements into Xero daily, so you don't waste time downloading and uploading bank files manually. We will be contacting specific clients next year who we have identified that may benefit from this accounting programme, however, if you would like to find out more, please contact our Xero Certified Team Member, Jo Beacham on 486-7020.

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Enthusiasm is the mother of effort,  
and without it nothing great was  
ever achieved.



*Ralph Waldo Emerson*

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### Important Dates - GST, Provisional Tax, PAYE

**GST** – The GST return for the period 1.10.09 to 30.11.09 is due for payment on 15 January 2010.

**Provisional Tax** - the 2<sup>nd</sup> instalment of Provisional Tax for the 2010 tax year for most clients will be due 15 January 2010. For those clients that are GST registered, you will pay your Provisional Tax at the same time as you pay your November 2009 GST, on the single GST and Provisional Tax Return (GST103) which is due 15 January 2010.

We will contact you before Christmas to confirm the amount of tax you have payable. If you have any questions, please give us a call before we close on Wednesday the 23<sup>rd</sup>.

**PAYE** – for those employers who make PAYE payments twice a month, the payment that would ordinarily be due on the 5<sup>th</sup> of January 2010 will now be due on the 15<sup>th</sup> of January 2010. PAYE returns and payments ordinarily due on the 20<sup>th</sup> of January 2010 remain unchanged.

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Enthusiasm is a volcano on whose top never grows the grass of hesitation.

*Kahlil Gibran*

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### Team Update

Phil and Lewis are delighted to announce the further strengthening of their Takapuna business with Brett Mathers and Josie Taylor becoming Shareholders. Congratulations Brett and Josie!



It's faith in something and enthusiasm for something that makes life worth living.

*Oliver Wendell Holmes, Jr*

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### New Website



Watch this space! We are going live in the New Year with our newly designed website – [www.wbb.co.nz](http://www.wbb.co.nz). You'll be able to find out more about us and what we can do for you to make your business thrive. If you get a chance to have a look, we would love to get your feedback via our "Enquiry Form" on the "How to contact us" page. More details in our newsletter in the New Year.



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### Housekeeping

No statements! - We won't be sending statements any more. Please pay on invoice. Beth will give you a friendly reminder if we don't receive your payment by due date.



**WBB Christmas Closing Dates**

WBB will be closed for the Christmas period from 5.30pm on Wednesday 23rd December 2009. We will be reopening on Monday 11<sup>th</sup> January 2010.

We wish to take this opportunity to wish you all a safe and happy Christmas and look forward to seeing you all again in 2010.

*With all our best wishes*

*Phil, Lewis, Brett, Josie and the Team*

