NEW ZEALAND INSOLVENCY AND TRUSTEE SERVICE

Statement of Affairs

CREDITOR APPLICATION

- **This form can also be completed online at www.insolvency.govt.nz. If you need help completing this form please call our Service Centre on Freephone 0508 467 658. Once completed, please return the form by email to applications@insolvency.govt.nz or by post to Private Bag 4714, Christchurch.**

  If there is not enough space to answer a question, please use additional paper and add to the end of this document. Write your full name at the top of any extra pages or documents in case they become separated.

  The form is editable so it can be completed using a computer. Please ensure that you save the document before you begin completing the form. If you print the form to complete by hand, print your answers clearly in blue or black ink.

  It will be easier to fill in this form if you have your important documents handy – e.g. bills, payslip, passport, IRD number, bank statements, policy documents, business records.

Please Note:

- As you were made bankrupt by the Court you must complete a Statement of Affairs form.
- The date of your discharge from bankruptcy is calculated from the date that the completed form is filed with the Insolvency and Trustee Service, not the date that you were made bankrupt.
- It is your responsibility to ensure that your form has been received by the Insolvency and Trustee Service.

For an explanation of words used in this form turn to the back page.

PART A: PERSONAL DETAILS

1. **Preferred title:**

☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Other *(please specify)* ________________

First name:

____

Middle Name(s):

____

Last name:

____

1a. List any other names you have used in the last 7 years, or names you are commonly known by:

Other name in full: ____________________

Other name in full: ____________________

2. Date of birth: [ ] / [ ] / [ ]
DD MM YYYY

3. Gender: ☐ Male ☐ Female ☐ Gender Diverse

4. What is your IRD number? ____________________

5. At what address do you currently live?

____

____________________ Postcode ____________________

5a. What were your last two residential addresses (from the last 5 years)

One:

____

____________________ Postcode ____________________

Two:

____

____________________ Postcode ____________________

6. What is your email address? ____________________

7. Home telephone: ____________________ Mobile telephone: ____________________

Work telephone: ____________________

8. How do you want us to contact you?

☐ Use my email ☐ Use my street address *(where I live)*

☐ Use this postal address: ____________________

____

Employment

9. What is your current occupation, trade or profession? *(If you are not currently employed, what was your last occupation?)*

____

10. Name and address of your employer:

Name: ____________________

Address: ____________________ Suburb: ____________________

City: ____________________ Postcode: ____________________

11. Select the option that best describes your current employment status:

- ☐ Currently employed
- ☐ Currently employed and receiving income support
- ☐ Employed part time and receiving benefit
- ☐ Unpaid family worker
- ☐ Unemployed – no benefit
- ☐ Unemployed – with benefit
- ☐ Trading – as a limited liability company
- ☐ Trading – on own account
- ☐ Trading – in Partnership
- ☐ Sickness benefit/ACC
- ☐ Retired
- ☐ Student
- ☐ Other (please specify) ______________________

12. Do you currently have, or have you in the last 5 years used a lawyer?

☐ No ☐ Yes *(If yes, please give details below)*

Name of individual & business	Address or email	Phone number

13. Do you currently have, or have you in the last 5 years used an accountant or a professional adviser (e.g. valuer, engineer, financial adviser)?

☐ No ☐ Yes *(If yes, please give details below)*

Name of individual & business	Address or email	Phone number

Passport

14. Do you have a current passport?

☐ No ☐ Yes *(If yes, please give details)*

Name as shown in passport	Country of issue	Date of issue	Expiry date	Passport number

Income

Income (the amount you get from your employment, benefit or pension, as well as any interest or dividends).

Please provide details of **all the income you receive.** If you receive more than one type list them all, including any child support, accommodation supplement, etc.

For example – if you get $40,000 per year in wages plus an accommodation supplement of $8,000 plus a disability allowance of $5,000 – your total yearly income is $53,000.

15. Type of income	Who do you receive it from	Your Gross annual income *(before tax)*
		$
		$
		$

If your income is from wages or salary it would assist us to deal with your insolvency quicker if you include a recent payslip or a letter from your employer confirming your income.

Every bankrupt must complete a budget that lists their income and expenses, even if there is no surplus. Please fill out the budget below to clearly show your weekly costs and earnings.

If you are flatting or boarding please complete the budget for your income only, as well as your share of the household expenses and all other costs.

OR, if you are living with a spouse/partner/family then please include all the income sources for your household, including your partner's earnings, and any child support or benefits received.

The Official Assignee will consider whether you are in a position to pay contributions towards your debts during the period of your bankruptcy.

16. These expenses are joint with my spouse/partner/family

☐ No ☐ Yes

Number of adults this budget covers: ________________ Number of children this budget covers: ________________

Income:		
My weekly income (before tax & other deductions) (A)		$
Deductions:		
PAYE / Tax	$	
Child support	$	
KiwiSaver	$	
Student loan*	$	
Other – explain here:	$	
Total deductions (B)		$
My weekly take home pay (C), (A minus B)		$
My partner's weekly take home pay (D)		$
Other income – explain here (E):		$
Total household income after deductions (F): (C+D+E)		$

Costs/payments:	
Rent / mortgage payment	$
Power / phone / gas	$
Home insurance / rates	$
Food / groceries	$
Car payments & HP's	$
Car insurance / maintenance	$
Petrol	$
Public transport / parking	$
School fees and costs	$
Doctor / dentist	$
Medicines / prescriptions	$
Clothes / shoes	$
Other – explain in 6b. below	$
Court fines	$
Total amount of weekly costs/payments:	$

Include repayments on your mortgage, car or hire purchase in your budget, as you must continue to make these payments if you wish to keep the item. Also include any fines or reparation you owe.

Do not include general repayments of money you owe, as payments to your unsecured creditors must stop now that you have been adjudicated bankrupt.

16a. (OPTIONAL) If there is a reason why your expenses are higher than they would be for an average person (e.g. if you have a health problem and your medical costs are high) please explain here. You may be asked to provide proof of this. This can then be considered when determining whether you are required to make regular payments towards your bankruptcy creditors.

____

____

____

____

17. Are you currently involved in any court cases? (Don't include criminal cases)

☐ No ☐ Yes

17a. Nature of the case

17b. In which court is the case being heard?

Court type **Location**

17c. If it relates to money owed by you, how much is being claimed? *(Please provide a copy of the statement of claim)*

If it relates to money owed to you, how much are you claiming? *(Please provide a copy of the statement of claim)*

17d. Name of the other person/organisation?

17e. Name of the other party's solicitor?

17f. Do you have any claims against any person or organisation that could result in money being owed to you?

☐ No ☐ Yes *(If yes, please give details and provide statement of claim)*

18. Have you lost more than NZ$5,000 betting or gambling in the past 12 months?

☐ No ☐ Yes *(If yes, how much was lost?)*

19. In the past three years have any of your possessions or property been seized (by a court bailiff or landlord) or have you given anything away?

☐ No ☐ Yes *(If yes, give details of what was seized, by whom, and when)*

20. Has any person or organisation left any possessions or property (including money) in your care?

☐ No ☐ Yes *(If yes, give details of what was left and who it belongs to, so we don't include it)*

21. In the past 3 years have you paid $1,000 or more (on top of your normal repayments) to any creditor? Or given them any assets? Include creditors of your business

☐ No ☐ Yes *(If yes, give details of who you paid, how much you paid, and when)*

22. Have you raised any loans (e.g. mortgage, personal loan) using any of your possessions or property as security in the past 12 months?

☐ No ☐ Yes *(If yes, give details of how the money was raised, who lent it, and over what property)*

PART B: YOUR ASSETS (WHAT YOU OWN)

Please only list assets that you own yourself or together with another person. Do not include business, partnership or company assets. These will be listed in the business questions.

23. Do you have any bank accounts, or have you closed any bank accounts in the past 5 years?

☐ No ☐ Yes

Please list them here. Include any building society or credit union accounts, overseas accounts, TAB accounts, One Smart, etc

Bank/Building Society Name:	Account Name	Joint with?	Account Number	Balance

23a. If any of the accounts are held jointly, what is your relationship to the co-owner

Cryptocurrency

24. Do you have a cryptocurrency account?

☐ No ☐ Yes *(If yes, please give details)*

What type of currency?	Estimated value	Do you hold the key?	Who holds the key?
		☐ No ☐ Yes	
		☐ No ☐ Yes	

Tax Refunds

25. Are you owed any tax refunds?

☐ No ☐ Yes *(Amount owing to you)*

Money Owed to You

26. Does anyone owe you any money? Include money owed by friends and family, for unpaid wages, etc.

☐ No ☐ Yes *(If yes, please give details)*

Name of person or Organisation	Date of Debt	Original amount owed	Amount currently owing
		$	$

Address:

Email:

Name of person or Organisation	Date of Debt	Original amount owed	Amount currently owing
______________	______________	$ ______________	$ ______________

Address: ______________

Email: ______________

Real Estate

27. Do you own or are you buying any land or buildings, including Māori land?

☐ No ☐ Yes *(If yes, please give details below)*

____

27a. Is it Māori land?

☐ No ☐ Yes *(If yes, please give details)*

Do you receive rental income? ☐ No ☐ Yes

How much do you get? $ ______________

Who from? ______________

What are the name & contact details of the Māori trustee? ______________

27b. Address of property

____

27c. What type of property is it?

☐ Residential ☐ Farm ☐ Commercial ☐ Other *(give details)* ______________

27d. Is the property jointly owned?

☐ No ☐ Yes *(If yes, who is the co-owner?)* ______________

27e. Estimated market value:

____

27f. Are there mortgages on this property?

☐ No ☐ Yes *(If yes, please give details)*

	Loan 1	Loan 2
Name of mortgagee	______________	______________
Amount owing:	$ ______________	$ ______________

27g. Is the property insured?

☐ No ☐ Yes *(If yes, please give details)*

Name & contact details of insurer or broker: ______________

Insurance policy number ______________

27h. Is the property rented out?

☐ No ☐ Yes *(If yes, please give details)*

Weekly rental: $ ____________________

Who is rent paid to? ____________________

Account name: ____________________

Account number: ____________________

27i. Is the property on the market?

☐ No ☐ Yes *(If yes, please give details)*

Name & contact details of real estate agent, and name of firm.

____

____

Deceased Estates

28. In the last 3 years have you been left any money or assets by anyone who has died or are you entitled to any money or assets from a deceased estate?

☐ No ☐ Yes *(If yes, please give details)*

	Deceased estate 1	Deceased estate 2
28a. Name of deceased		
28b. Relationship to you		
28c. Estimated value of your interest	$	$
28d. Name and contact details of the person or organisation administering the estate		

Motor Vehicles / Transportation

29. Do you own any vehicles e.g. car, motorcycle, truck, caravan, trailer or boat?

☐ No ☐ Yes *(If yes, please give details)*

	Vehicle 1	Vehicle 2	Vehicle 3
29a. Type of vehicle e.g. car, boat			
Registration number			
Year, make and model			
Name of owner			
Estimated resale value			
Name of joint owner (if any)			
Mileage (odometer reading)			

29b. Is vehicle under finance or security for a loan? ____________ ____________ ____________

Name of person or organisation who has provided finance ____________ ____________ ____________

Amount owing $ ____________ $ ____________ $ ____________

Other Assets

30. Do you own any shares or investments either in New Zealand or overseas? E.g. government bonds, bonus bonds, unit trust investments, public company shares, etc.

☐ No ☐ Yes *(If yes, please give details)*

Name of company	How many shares/ investments?	Location of share certificate, investment or FIN number	Approximate value
			$
			$

31. Do you own any life insurance policies?

☐ No ☐ Yes *(If yes, please give details)*

Name of life insured	Policy number	Name of insurance company	Date paid up to

32. Do you have any superannuation funds (including KiwiSaver) either in New Zealand or overseas?

☐ No ☐ Yes

Please provide details of each of the superannuation or KiwiSaver schemes that you have. The total of your funds must include both employer and government contributions

Name of fund provider	Address of fund holder/fund manager	Policy number	Date commenced contribution	Total in fund
				$
				$

Have you made any lump sum contributions to the funds listed above in the past 5 years?

☐ No ☐ Yes *(If yes, please give details)*

Amount	Date
	☐ / ☐ / ☐ (DD MM YYYY)
	☐ / ☐ / ☐ (DD MM YYYY)
	☐ / ☐ / ☐ (DD MM YYYY)

Personal Individual Items

33. **Please list all other things you own personally over the value of $3,000 (use the total value of items that are part of a set e.g. golf clubs). Examples of assets or items of value may be jewellery, cameras, artworks, antiques, copyright or intellectual property, livestock, racehorses, pedigree animals. Include items that are in storage.**

    Do not include general household furniture. Do not include items on hire purchase – enter this information in question 36.

Description of asset	Location of asset	Approximate age	Estimated resale value	Jointly owned
			$	☐ No ☐ Yes
			$	☐ No ☐ Yes
			$	☐ No ☐ Yes
			$	☐ No ☐ Yes

If any of the assets listed above are owned together with another person, please provide their contact details here.

Name ______________________ Address or email ______________________________________

Postcode __________ Phone number ______________________

Sale, Transfer or Gift of Assets in the Last 5 Years

34. **In the past 5 years have you sold, transferred or given away any assets worth more than $5,000? E.g. property, motor vehicles, livestock, stock, cash etc.**

    ☐ No ☐ Yes *(If yes, please give details)*

What did you sell, transfer or give away?	Name and contact details of who received the asset or gift	Date transferred?	What was it worth?	How much was it sold for?	How much did you receive?
			$	$	$
			$	$	$
			$	$	$

Formal Property Sharing Agreement

35. **Have you signed any formal property sharing agreement with your spouse/partner/any other person in the past 5 years? E.g. a relationship property agreement or pre-nuptial agreement?**

    ☐ No ☐ Yes *(If yes, please give details)*

Name of other party ______________________________________

Contact details ______________________________________

Who holds a copy of the agreement? ______________________________________

Details of any assets and liabilities included in any property sharing agreement ______________________

____

PLEASE INCLUDE A COPY IF YOU HAVE ONE

PART C: YOUR DEBTS (WHAT YOU OWE)

Personal Creditors (If there is not enough space to list all your debts, please add them on a separate page).

36. Are any of your personal debts in joint names?

☐ No ☐ Yes What is their relationship to you? ____________________

Please provide their contact details

Name ____________________ Address or email ____________________

Postcode __________ Phone number ____________________

Secured Debts

37. Is there any person/organisation that could repossess and sell something of yours if you fall behind with your payments e.g. hire purchase over a television. Do not include mortgages or agreements over motor vehicles – you should have already listed them in Questions 26 or 28b

☐ No ☐ Yes

Creditor's name	Creditor's email address if known, or postal address	Description of item	Estimated current value	Amount owed
			$	$
			$	$
			$	$
			$	$

Total amount of secured debt: $ __________

Unsecured Debt

Unsecured debts are people/organisations you owe money to that have no right to repossess anything of yours if you do not pay them.

38a. Do you have child support arrears?

☐ No ☐ Yes Amount owed $ __________

38b. Do you owe any court fines?

☐ No ☐ Yes Amount owed $ __________

38c. Do you have any Criminal Reparation Orders? *(see back page for explanation)*

☐ No ☐ Yes Amount owed $ __________

38d. Do you owe any money to WINZ?

☐ No ☐ Yes Amount owed $ __________

38e. Do you have a student loan?

☐ No ☐ Yes Amount owed $ ______________

38f. Do you owe any other money to Inland Revenue?

☐ No ☐ Yes Amount owed $ ______________

Total amount owed to government departments $ ______________________

Maintenance Orders

A Maintenance Order is an order made by the court under the Family Proceedings Act 1980.

39. Do you currently pay any money under a maintenance order?

☐ No ☐ Yes *(If yes, who do you owe?)*

First name	Last name	Street address	Phone number	Email

Are you behind on your payments? Please include a copy of the maintenance order if you have one.

☐ No ☐ Yes Amount owed (arrears) ______________________________

Other Debt

40. Please provide details of your credit cards, charge cards or store card debts

Name of Bank, Store or Card, e.g. BNZ Visa, ASB Mastercard, Farmers	Joint Debt With?	Amount Owed
		$
		$
		$
		$
		$
		$
	Total amount of credit card debt	**$**

Please provide details of anyone else not already listed that you personally owe money to either in New Zealand or overseas e.g. overdue electricity bills, loans from friends or family. Do not include money owed to a trust – list that in Question 43.

Creditor's name	Creditor's email address if known, or postal address	Is it a joint debt?	Date incurred	Amount owed:
				$
				$
				$
				$
				$
				$
				$
				$
				$
				$
				$
				$
				$
			Total amount:	**$**

41. Have you been in business as a partner in a business in the past 3 years?

☐ No ☐ Yes *Please provide details of any money owed by the partnership below*

Creditor's name	Creditor's email address if known, or postal address	Date incurred	Amount owed:
			$
			$
			$
			$
			$
			$
			$
			$
		Total amount of business partnership debts:	**$**

42. Have you been in business as a director or manager of a Limited Liability company registered with the Companies Office in New Zealand or overseas in the past 3 years?

☐ No ☐ Yes

› If you have signed any personal guarantees (where you promise to pay someone else's debt including a company if it can't pay) please add details of any money owing to the table above (question 39).

› If your company owes you money please add details to question 25.

› If you owe the company money please add details to question 39.

PART D: IN BUSINESS AS A SOLE TRADER/PARTNERSHIP

43. Were you trading as a sole trader or in a partnership in the last 5 years?

☐ No ☐ Yes *Please provide details of each of your businesses*

	Business 1	Business 2
43a. Business name		
43b. Trading name (if any)		
43c. New Zealand Business Number (NZBN)		
43d. Names of any additional businesses		
43e. Was the business run as a partnership?		
Name(s) and contact details of business partner(s)		
43f. Did you employ any staff?		
43g. Do you have a copy of the partnership agreement?		
43h. Date business started trading		
Date business ceased trading		
43i. Nature of business		
43j. Name and contact details of landlord of business premises		
43k. Email address of business		
43l. Website address of business		
43m. Physical address of business		
43n. Telephone number of business		
43o. What is the GST number for the business?		
43p. Who completed the business records? (e.g. wage books, cashbooks, stock records). Give name, phone and email details		
43q. Who currently holds the business records? Give name, phone and email if not the same person who completed them		
43r. Were annual financial statements completed? If yes who completed them, give name, phone and email address		
43s. Has your business hired a solicitor or accountant? If Yes provide details, profession, name, email and phone number		

Assets

43t. Are there any contracts requiring completion?

☐ No ☐ Yes *(If Yes, please provide and attach details of the contracts that require completion)*

43u. In the past three years have you sold, transferred or given away any business assets?

☐ No ☐ Yes *(If Yes provided details below)*

Type of asset	Details	Date sold	Name of purchaser	Amount received
				$
				$
				$
				$
				$

43v. Are there any business assets that haven't been sold?

☐ No ☐ Yes *(If Yes provide details of all business assets held, including motor vehicles, vouchers, cash, consumables, prepaid expenses etc)*

Type of asset	**Details**	**Location of asset**	**Resale value**
Stock			$
Plant and equipment			$
Fixtures and fittings			$
Licenses			$
Incomplete contracts			$
Motor vehicles			$
Bank account(s)			$
Book debts			$
Other (please describe)			$

PART E: TRUSTS

44. Are you currently or have you been involved with any trust in the past 5 years?

☐ No ☐ Yes *(If yes, please give details)*

	Trust 1	**Trust 2**
44a. Name of trust		
44b. What is your involvement in the trust?(select all that apply)	☐ Trustee ☐ Settlor ☐ Beneficiary	☐ Trustee ☐ Settlor ☐ Beneficiary
44c. Have you transferred any personal assets or money to the trust in the past 5 years?	☐ No ☐ Yes *If yes, please give details below*	☐ No ☐ Yes *If yes, please give details below*
List the assets or money transferred		
When did you make the transfer?		
Estimate the value at the time of the transfer	$	$

44d. Do you owe the trust any money?	☐ No ☐ Yes *If yes, please give details below*	☐ No ☐ Yes *If yes, please give details below*
How much do you owe?	$	$
Why do you owe the money?		
44e. Have you been paid any money from this trust in the past 5 years?	☐ No ☐ Yes *If yes, please give details below*	☐ No ☐ Yes *If yes, please give details below*
How much?	$	$
When did you receive the money?		
44f. Does the trust owe you any money?	☐ No ☐ Yes *If yes, please give details below*	☐ No ☐ Yes *If yes, please give details below*
How much?	$	$
Why does the trust owe you money?		

TOTAL AMOUNT YOU OWE

Debt totals

Total amount of court action – Q16c ______________

Total amount of mortgages – Q26f ______________

Total amount of secured vehicle loans – Q28b ______________

Total amount of hire purchases / secured debts – Q36 ______________

Total amount of government debts – Q37g ______________

Total amount of maintenance orders – Q38 ______________

Total amount of credit card debts – Q39 ______________

Total amount of other debts – Q39 ______________

Total amount of business partnership debts – Q40 ______________

Total amount owed to trusts – Q43d ______________

TOTAL OF PERSONAL DEBTS: ______________

Any personal information collected is for the purpose of administering the Bankruptcy in accordance with the Insolvency Act 2006. The information will be used and retained by the Official Assignee and will be released to other parties only with your authorisation or in compliance with the Official Information Act 1982, the Privacy Act 2020 or the Insolvency Act 2006. You are obliged to provide this information under the Insolvency Act 2006 and it is an offence to make a false statement under section 440 of the Insolvency Act 2006. You may have access to and request correction of any of your personal information.

I hereby declare that the information I have provided in this Statement of Affairs, including any supporting documents, provides a true and full representation of my financial affairs.

Full name: ______________________________

Signature: ______________________ Date: ☐ / ☐ / ☐
DD MM YYYY

Contact Person (optional):

I authorise the Insolvency and Trustee Service to contact ______________________________ if you have any questions about the answers that I have given in this form.

Their contact phone number is: ______________________________

Their email address is: ______________________________

Their relationship to me: ______________________________

Checklist

☐ **Have you answered every question?**
If not, the Statement of Affairs may not be accepted as complete.

☐ **Have you signed and dated this document?**
Note – you cannot have a third party sign this document on your behalf even if they hold a power of attorney.

☐ **Have you included contact details for all the people you owe money to and the amounts owed?**

☐ **Have you included supporting documents such as a recent payslip?**

If you need help completing this form please call our Service Centre Freephone New Zealand 0508 467 658 or from Australia 1800 446 765.

PART F: ADDITIONAL INFORMATION

The questions on these pages do not form part of the Statement of Affairs, but will help us to deal with your insolvency without having to contact you again for information.

The last two questions in this section give us statistics so that we can see who our clients are and this helps us to do things better.

Alternative Contacts

45. Enter the contact details of a relative or person who does not live with you. This provides an alternative option in case the contact details you provide become out of date for any reason.

Name ______________________ Address or email ______________________

Phone number ______________________ What is their relationship to you? ______________________

46. Do you use a borrowed vehicle or work vehicle?

☐ No ☐ Yes *(If yes, please give details)*

____

47. Have you ever been in a Debt Repayment Order, No Asset Procedure or Bankruptcy before?

☐ No ☐ Yes

Which type was it? ☐ Debt Repayment Order ☐ No Asset Procedure ☐ Bankruptcy

In what year and in which country?

____

What was your full name at the time?

____

Ethnicity

48. Tick as many boxes as you need to show which ethnic group(s) you belong to

- ☐ NZ European or Pakeha
- ☐ Asian (specify) ______________________
- ☐ NZ Māori
- ☐ Pacific Peoples (specify) ______________________
- ☐ Australian
- ☐ European (specify) ______________________
- ☐ Other (specify) ______________________

49. What do you believe is the cause of your financial situation? *Select all that apply*

- ☐ Being sued (for something other than unpaid debts)
- ☐ Business failure due to external factors e.g. industry downturn
- ☐ Business failure due to internal factors e.g. lack of working capital
- ☐ Unemployment or loss of income
- ☐ Gambling, speculation or extravagant living
- ☐ Debts due to guarantees
- ☐ Relationship breakdown
- ☐ Failure to pay taxes
- ☐ Too much use of credit
- ☐ Ill health
- ☐ Unusual event (flood, drought, earthquake)
- ☐ Impact of Coronavirus (COVID-19)
- ☐ Other (specify) ______________________

49a. Do you have any further comments to the cause(s) of your Insolvency?

☐ No ☐ Yes *(If yes, please give details)*

____

____

Trading as a Limited Liability Company

Only complete these questions if you answered Yes to Question 41

50. If you are currently or in the last 3 years have been a director or in a management role with a Limited Liability Company then please answer the following questions. Do not include businesses you have run as a sole trader or business partnership – answer those at question 42

	Company 1	Company 2
50a. Company name		
50b. What is the company's NZBN?		
50c. Trading name *(if any)*		
50d. Names of any additional companies		
50e. Nature of company		
50f. Date company started trading		
Date company ceased trading		
50g. Is the company a trustee of a trust?		

50h. Does the company owe you money? If so how much?

50i. Do you owe the company money? If so how much?

50j. Name and contact details of the landlord of the company's premises

50k. Name and contact details of the company's accountant

50l. Name and contact details of the company's solicitor

Company contact details

50m. Physical address of company

Postal address of company if different

50n. Telephone number

50o. Email address of company

50p. Website address of company

50q. Were annual financial statements completed? *If yes – who completed the last set and when? Please give their phone and email address.*

Remaining company assets

50r. Please provide details of all remaining company assets

Type of asset	Details	Location of asset	Resale value
Stock			$
Plant and equipment			$
Fixtures and fittings			$
Licenses			$
Incomplete contracts			$
Motor vehicles			$
Bank accounts			$
Book debts			$
Other (please describe)			$

If there are contracts requiring completion, please provide details by including them with this Statement of Affairs.

☐ No ☐ Yes *(If yes, please give details)*

GLOSSARY OUR WORDS AND THEIR MEANINGS

Asset	something that you own or have control over.
Business partnership debt	money that is owed by a business run as a partnership.
Creditor	a person or business who you owe money to in New Zealand or overseas.
Debt	money that is owed by you to a person or a business in New Zealand or overseas (including to your family or friends).
Income	the amount you get from your employment, benefit or pension, as well as any interest or dividends. For example – if you get $40,000 per year in wages plus an accommodation supplement of $8,000 plus a disability allowance of $5,000 – your total yearly income is $53,000. › Net/net income means the amount after tax is taken out but before other deductions are taken e.g. student loan payments, child support, fines, etc.
Insolvency	if you can't pay the money you owe when it is due to be repaid. › Formal insolvency procedure – Bankruptcy, No Asset Procedure or Debt Repayment Order.
Personal guarantee	where you have promised to pay a debt for someone else if they can't pay e.g. a company, relative or friend.
Property	this includes everything you own – like land, money, physical things, investments, and money owed to you. The full legal explanation is: › Property means land, money, goods, chose in action, goodwill, and every valuable thing, whether real or personal, and whether situated in New Zealand or elsewhere, and includes obligations, easements, and every description of estate, interest, and profit, present or future, vested or contingent, arising out of or incident to property.
Reparation Order	payments you have been ordered by a Judge to make as compensation. In a criminal court case, when an offender is sentenced, a Judge can make an order for payments to the victim as compensation. You must continue to make any reparation payments that have been ordered.
Secured creditor	a person or business you owe money to who can legally repossess and sell something you have control over if you fall behind with your payments. E.g. a mortgage over your house, hire purchase over your car or television. › Secured debt is the amount you owe to this person.
Unsecured creditor	a person or business you owe money to that doesn't have the right to repossess any goods or property you own if you do not pay them. › Unsecured debt is the amount you owe to this person.