



When setting up a business so that you can pay the correct amount of tax, as well as claim the business expenses and deductions you are entitled to receive you need to consider the structure you will use to run your business. You also need to understand which forms and records you will need to complete and maintain and if you will be required to register as an employer or for GST.

- [The Tool for business](#)  
The Tool for business helps you get all your small business tax issues sorted quickly and simply.
- [Determining if you are actually in business](#)  
Identifies some important criteria for determining whether someone is in business.
- [What structure will you use to operate your business?](#)  
Explains basic requirements and liabilities for operating your business as a sole trader, a partnership, or a company.
- [What registrations might you need to complete?](#)  
When setting up your business you may need to apply for a different type of IRD number. You may also need to register as an employer, or for additional tax types such as goods and services tax (GST) or fringe benefit tax (FBT).
- [Your business tax obligations](#)  
Learn about the records you need to keep while running your business, the importance of budgeting for tax payments and your balance date.
- [Where to go for more help](#)  
Some sources of business advice and the areas they advise on.
- [Kaitakawaenga Maori](#)  
Kaitakawaenga Maori work out of most Inland Revenue offices. They offer a free advisory service to help meet the needs of Maori individuals, organisations and businesses.
- [Business tax information officers](#)  
Inland Revenue's specialist Business tax information officers offer free tax education and advice to new businesses and smaller organisations.
- [Where to go for more help](#)  
Some sources of business advice and the areas they advise on.

## Did you know?

Regular seminars and hands-on workshops are held in most regions on a variety of topics about business tax obligations including record keeping, expenses and filing returns. [Find a free workshop near you.](#)