



TAX DEDUCTIBLE EXPENSES

What's 50% and what's 100%?

Here's a ready reckoner to help you claim the maximum deduction.

	50% Deductible	100% Deductible
Staff		
Morning and afternoon teas (light refreshments) for staff only on business premises		✓
Morning and afternoon teas (light refreshments) for staff only off business premises	✓	
Morning and afternoon teas for some staff and others (customers or supplier)	✓	
Catering provided for lunchtime meeting for senior staff		✓
Any event on or off your premises to build staff morale and goodwill	✓	
Friday night drinks 'shout' for staff, on or off your premises	✓	
Christmas 'shout' for staff, on or off your premises	✓	
Taxis for staff to attend Christmas 'shout'		✓
Tax-free meal allowance paid to an employee for working overtime		✓
Restaurants providing food and drinks to the staff at a function in the restaurant	✓	
Gym memberships for staff		✓
Employees salary package includes an allowance for entertaining clients		✓
Travel Expenses		
Airfare, bus, taxi, rental car costs (only for the business portion of the trip if mixed)		✓
Accommodation while on business		✓
Your own food & drink while travelling on business		✓
Food & drink with an existing customer or supplier while in town	✓	
Food & drink with an existing or prospective customer or supplier while travelling on business	✓	
Food & Drink consumed or enjoyed while overseas on business		✓
Your own food & drink at promotions open to the public	✓	
Your own food & drink at business-related conferences lasting more than four hours		✓
Customer and Business Contacts		
Business meals in New Zealand		
Entertainment you provide that are a function open to the public (such as a trade fair) to advertise your business		



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Subscriptions and Sponsorship		
Subscriptions to sporting clubs (eg Golf Club, Gym)		✓
Sponsoring entertainment to the general public to promote your business		✓
NB: Receiving tickets to corporate box in return for sponsorship	✓	
Sponsoring a sports team		✓
Sponsoring a sports team by providing a meal for the team after the game	✓	
Entertainment specifically focused on employees and business contacts	✓	
Donating food to a Christmas Party at a children's hospital	✓	
Expenses That More Commonly Affect Larger Businesses		
Corporate boxes, marquees, tents or exclusive area entertainments	✓	
Holiday home or timeshare accommodation	✓	
Pleasure craft such as a corporate yacht	✓	
Light meal for staff during a meeting in an area reserved for senior staff	✓	
Executive dining room meals for clients	✓	