

GECA July Newsletter

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The July Edition

July already! Where did the year go? The cold weather has arrived and the next public holiday is some way off. Which makes it a great time to focus on achieving those goals you set your in your annual Business Plan. We've ticked off a couple of big ones recently including the launch of our new website [EngineersAdvice.nz](#) which provides specialist business advice for owners of engineering firms – let your engineering friends know about this very useful resource. We also hosted a great presentation from Sarah Davies on Directors Liability under the revised Health and Safety Act and we are looking forward the ["Update on Employment Law" by Andrew Schirnack from LangtonHudsonButcher on 24 September](#)

Business Smarts



How to Write a Business Plan in 4 Hours

Hands up all those business owners who have a business plan? Now keep your hands up if you looked at it this week? Typically by now, there are very few hands left in the air.

And yet, ask any business owner if they recognise the importance of a business plan and invariably it's an emphatic yes. So let's make it this month's goal to write or update your business plan. [Read more](#)

Guest Columnist



Moving into a Retirement Village – what you should know

The decision to move in to a Retirement Village is a lifestyle choice, not an investment choice. Most Villages offer accommodation under an Occupation Right Agreement (ORA), rather than a registered interest, ORAs may vary between Operators.

Before entering the Village, you may be required to provide:

1. A letter from your GP confirming your ability to live independently;
2. A copy of your current Will;
3. Certified copies of your Enduring Powers of Attorney in relation to Care & Welfare and Property.

The key points to note in relation to an ORA: [Read More](#)

Tax Tips



Using your Home for Business

Many people who run a small business use an area set aside in the family home for work purposes. If you are doing this, you can make a claim for the area set aside so long as:

- it is used principally for business use (such as an office or storage area), and
- you keep a full record of all expenses you wish to claim.

The responsibility for keeping invoices and records for a home office is the same as for any other business expenses you are claiming. You can claim a portion of the household expenses, such as the rates, insurance, power and mortgage interest. You must keep invoices for these expenses.

You can only claim the expenses that relate to the area set aside for business. Work out the percentage of the work area, compared to the total floor area of the house. Then apply this percentage to the total house expenses. [Talk to us to find out more](#)

Video of the Month



Questions to ask when Developing a Social Media Plan

Here's a short video and some key points on creating a Social Media Marketing Plan.

[Click to watch.](#)

If you have a great video or image you think needs sharing - [send it to us](#) - we would love to hear from you.

Update on Employment Law

GECA is pleased to have Andrew Schirnack from LangtonHudsonButcher presenting an Update on Employment Law. This will be a popular session so reserve your space now.

- When: Thursday 24th September 2015, 4pm
- Where: GECA offices, Level 2, 98 Carlton Gore Rd, Newmarket
- Cost: Free for clients, bring a friend for only \$20
- RSVP is essential, bookings must be received by 17 September 2015

Click here to find out more or to [book your seat now](#).



Events

Client education is an important part of what GECA offers our clients, by way of newsletters and client workshops. We regularly run complimentary events for business owners and business people wanting to up-skill and you can see the full program [here](#).



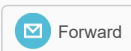
Referrals

We value your relationship and we value your recommendations, so tell your friends to either [email us](#) or call us to discuss how we can help them in their business and we will reward you and them with our generous referral system - [click here](#) to ask us more on how this works!



Team Talk

We welcome new team member Cathy Lorenzin. Cathy's our Client Services Manager and is the best person to discuss any matters regarding your account or how we can better service your needs. You can contact her on 09 523 7772 and cathy@geca.co.nz.



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