

## Tim Davis

**From:** Tim Davis  
**Sent:** Wednesday, 29 April 2020 1:52 PM  
**To:** Connie Taylor  
**Cc:** ray@taylorsproduce.com.au; Jodi McKenna  
**Subject:** Taylor Family Produce - Eligibility to Jobkeeper payments  
**Attachments:** Workpaper Employee eligibility-TO BE COMPLETED BY EMPLOYER.xlsx; ATO Jobkeeper Employee Nomination Notice.pdf; Letter Confirmation to Employee of JobKeeper Nomination - TO SEND TO EACH EMPLOYEE.docx

**Importance:** High



Hi Connie

I hope you are getting your winter woollies out ... it's supposed to be cold up there in the next few days ...

Hey – I've had a look at this Jobkeeper stuff for you

YES – you guys are eligible. Good news !

Guys – from here – we will manage the enrolment process for you. In that regard, Jodi will shoot to you an engagement agreement accordingly.

In the meantime, I attach the following for you to action:

- An excel workpaper that need to be completed with your employees details
- An ATO nomination form – require to be signed by each employee
- A letter to go to each employee – regarding the ATO nomination form

Could you please complete the above documents and shoot back to me / Jodi as soon as possible.

FYI – for those eligible employees who have been paid less that \$750 gross per week for April – we have until 8 May 2020 to “top up” their wage payments to the \$750 gross per week amount, for Jobkeeper eligibility.

Any questions – please touch base with either me or Jodi

Cheers and thanks

Tim



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**Tim Davis**  
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Tel: (07) 3286 1322 | Fax  
[www.howefordboxer.com](http://www.howefordboxer.com)  
146 Bloomfield Street CLEVELAND  
PO Box 24 CLEVELAND QLD 4163



Please scan  
to save in  
TAYLOR 2020  
Jobkeeper TA



Client: TAYLOR FAMILY PRODUCE Date: 19 / 4 / 20

Client Code: \_\_\_\_\_ Accountant: \_\_\_\_\_ Financial Year: \_\_\_\_\_

Subject: JOB KEEPER FIDELITY

[illegible]

**Profit & Loss [Last Year Analysis]**

April 2020

	This Year	Last Year	\$ Difference	% Difference
Income				
Sales				
Produce	\$1,067,410.47	\$1,659,024.32	-\$591,613.85	(35.7)%
Rental income	\$2,200.00	\$6,050.00	-\$3,850.00	(63.6)%
Miscellaneous Income	-\$129.50	\$181.82	-\$311.32	(171.2)%
Equipment Sold	\$0.00	\$34,545.45	-\$34,545.45	(100.0)%
<b>Total Income</b>	<b>\$1,069,480.97</b>	<b>\$1,699,801.59</b>	<b>-\$630,320.62</b>	<b>(37.1)%</b>
Cost of Sales				
Freight	\$43,424.83	\$67,503.75	-\$24,078.92	(35.7)%
DPI Levy	\$5,393.90	\$9,209.52	-\$3,815.62	(41.4)%
<b>Total Cost of Sales</b>	<b>\$48,818.73</b>	<b>\$76,713.27</b>	<b>-\$27,894.54</b>	<b>(36.4)%</b>
<b>Gross Profit</b>	<b>\$1,020,662.24</b>	<b>\$1,623,088.32</b>	<b>-\$602,426.08</b>	<b>(37.1)%</b>
Expenses				
Bank Fees & Charges	\$20,522.75	\$52.59	\$20,470.16	38,924.1%
Advertising	\$23.64	\$0.00	\$23.64	NA
Rates	\$3,044.40	\$6,993.88	-\$3,949.48	(56.5)%
WORKWEAR AND FOOTWEAR				
Workwear & Footwear	\$74.99	\$0.00	\$74.99	NA
Equipment Rental	\$4,333.64	\$5,668.79	-\$1,335.15	(23.6)%
Farm Supplies				
Feed	\$205.46	\$17.23	\$188.23	1,092.5%
Fertilizer	\$14,378.64	\$5,584.57	\$8,794.07	157.5%
Pesticides	\$29,125.02	\$12,041.13	\$17,083.89	141.9%
Seed	\$15,984.04	\$23,034.07	-\$7,050.03	(30.6)%
Other Supplies	\$71.34	\$2,761.81	-\$2,690.47	(97.4)%
Cartons	\$47,443.19	\$114,700.61	-\$67,257.42	(58.6)%
Tools- farm equipment	\$60.89	\$3,789.12	-\$3,728.23	(98.4)%
Chemicals	\$57,738.56	\$43,263.33	\$14,475.23	33.5%
Insurance	\$64,162.53	\$4,251.37	\$59,911.16	1,409.2%
Legal & Accounting	\$0.00	\$600.00	-\$600.00	(100.0)%
Maintenance	\$1,454.95	\$769.57	\$685.38	89.1%
Cold Room requirments	\$48.80	\$912.45	-\$863.65	(94.7)%
Office Supplies	\$798.79	\$484.97	\$313.82	64.7%
COMPUTER SUPPLIES	\$40.00	\$0.00	\$40.00	NA
Rent	\$17,320.00	\$20,520.00	-\$3,200.00	(15.6)%
Repairs	\$58,221.67	\$123,114.74	-\$64,893.07	(52.7)%
Employment Expenses				
Payroll Services ADP	\$112,370.06	\$0.00	\$112,370.06	NA
Staff Amenities	\$60.10	\$94.93	-\$34.83	(36.7)%
Wages & Salaries	\$0.00	\$127,469.52	-\$127,469.52	(100.0)%
Employee Super	\$0.00	\$11,752.42	-\$11,752.42	(100.0)%
Contract Labour	\$107,491.40	\$139,823.68	-\$32,332.28	(23.1)%
Payroll Tax	-\$7,273.84	\$5,911.40	-\$13,185.24	(223.0)%
Training	\$5,580.00	\$0.00	\$5,580.00	NA
Packaging	\$12,041.21	\$21,170.77	-\$9,129.56	(43.1)%
Telephone	\$3,163.56	\$4,352.52	-\$1,188.96	(27.3)%
<b>Total Employment Expenses</b>	<b>\$218,227.72</b>	<b>\$285,051.95</b>	<b>-\$66,824.23</b>	<b>(23.4)%</b>
Travel & Entertainment	\$114.45	\$866.18	-\$751.73	(86.8)%
Services				
Electricity	\$12,056.02	\$24,975.11	-\$12,919.09	(51.7)%

This report includes Year-End Adjustments.

**Profit & Loss [Last Year Analysis]**

April 2020

	<b>This Year</b>	<b>Last Year</b>	<b>\$ Difference</b>	<b>% Difference</b>
Water	\$0.00	\$306.73	-\$306.73	(100.0)%
Motor Vehicles				
Petrol/Diesel	\$49,796.95	\$63,678.59	-\$13,881.64	(21.8)%
Vehicle Maintenance	\$11,119.18	\$5,973.90	\$5,145.28	86.1%
Vet/Medical	\$158.45	\$367.27	-\$208.82	(56.9)%
Irrigation Supplies	\$9,236.77	\$27,935.15	-\$18,698.38	(66.9)%
<b>Total Expenses</b>	<b>\$650,967.61</b>	<b>\$803,238.40</b>	<b>-\$152,270.79</b>	<b>(19.0)%</b>
<b>Operating Profit</b>	<b>\$369,694.63</b>	<b>\$819,849.92</b>	<b>-\$450,155.29</b>	<b>(54.9)%</b>
<hr/>				
Other Income				
Interest Income	\$0.00	\$3,503.85	-\$3,503.85	(100.0)%
<b>Total Other Income</b>	<b>\$0.00</b>	<b>\$3,503.85</b>	<b>-\$3,503.85</b>	<b>(100.0)%</b>
<b>Total Other Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>NA</b>
<b>Net Profit/(Loss)</b>	<b>\$369,694.63</b>	<b>\$823,353.77</b>	<b>-\$453,659.14</b>	<b>(55.1)%</b>

This report includes Year-End Adjustments.

## TAYLOR FAMILY PRODUCE

74 ROBERTSON ROAD  
AMIENS QLD 4380

ABN: 48 893 471 448

Email: admin@taylorsproduce.com.au

## Profit &amp; Loss [Last Year Analysis]

March 2020

	This Year	Last Year	\$ Difference	% Difference
Income				
Sales				
Produce	\$822,888.67	\$3,000,304.78	-\$2,177,416.11	(72.6)%
Rental income	\$2,200.00	\$5,150.00	-\$2,950.00	(57.3)%
Government Subsidies	\$29,969.00	\$28,420.00	\$1,549.00	5.5%
Miscellaneous Income	\$354.37	\$0.00	\$354.37	NA
Total Income	\$855,412.04	\$3,033,874.78	-\$2,178,462.74	(71.8)%
Cost of Sales				
Freight	\$28,420.06	\$62,114.58	-\$33,694.52	(54.2)%
DPI Levy	\$4,616.05	\$16,479.57	-\$11,863.52	(72.0)%
Packing - External	\$0.00	\$1,611.73	-\$1,611.73	(100.0)%
Total Cost of Sales	\$33,036.11	\$80,205.88	-\$47,169.77	(58.8)%
Gross Profit	\$822,375.93	\$2,953,668.90	-\$2,131,292.97	(72.2)%
Expenses				
Bank Fees & Charges	\$62.77	\$47.50	\$15.27	32.1%
Credit Card Purchases	\$414.16	\$0.00	\$414.16	NA
Advertising	\$61.81	\$70.91	-\$9.10	(12.8)%
Rates	\$2,537.78	\$0.00	\$2,537.78	NA
Discounts				
Discounts Given	\$0.00	-\$684.37	\$684.37	100.0%
WORKWEAR AND FOOTWEAR				
Workwear & Footwear	\$1,489.84	\$0.00	\$1,489.84	NA
Equipment Rental	\$5,462.08	\$5,520.28	-\$58.20	(1.1)%
Farm Supplies				
Feed	\$663.03	\$0.00	\$663.03	NA
Fertilizer	\$12,532.80	\$14,026.55	-\$1,493.75	(10.6)%
Pesticides	\$4,009.65	\$14,589.96	-\$10,580.31	(72.5)%
Seed	\$23,036.20	\$35,511.69	-\$12,475.49	(35.1)%
Other Supplies	\$762.22	\$935.02	-\$172.80	(18.5)%
Cartons	\$70,139.81	\$90,142.43	-\$20,002.62	(22.2)%
Tools- farm equipment	\$845.24	\$1,500.22	-\$654.98	(43.7)%
Chemicals	\$11.38	\$80,889.39	-\$80,878.01	(100.0)%
Insurance	\$3,800.09	\$11,294.29	-\$7,494.20	(66.4)%
Legal & Accounting	\$9,790.00	\$11,870.00	-\$2,080.00	(17.5)%
License Fees	\$32.20	\$0.00	\$32.20	NA
Maintenance	\$6,585.95	\$1,116.73	\$5,469.22	489.8%
Cold Room requirments	\$0.00	\$98.18	-\$98.18	(100.0)%
Office Supplies	\$5,143.41	\$3,732.97	\$1,410.44	37.8%
Postage & Shipping	\$534.15	\$0.00	\$534.15	NA
Rent	\$0.00	\$17,320.00	-\$17,320.00	(100.0)%
Repairs	\$150,705.00	\$75,331.94	\$75,373.06	100.1%
Employment Expenses				
Payroll Services ADP	\$140,790.69	\$0.00	\$140,790.69	NA
Staff Amenities	\$782.66	\$787.63	-\$4.97	(0.6)%
Wages & Salaries	\$0.00	\$175,503.73	-\$175,503.73	(100.0)%
Employee Super	\$0.00	\$16,305.02	-\$16,305.02	(100.0)%
Contract Labour	\$80,081.15	\$253,890.98	-\$173,809.83	(68.5)%
Payroll Tax	\$72.45	\$9,597.71	-\$9,525.26	(99.2)%
Training	\$7,593.08	\$0.00	\$7,593.08	NA
Packaging	\$3,177.02	\$46,456.75	-\$43,279.73	(93.2)%

This report includes Year-End Adjustments.

## TAYLOR FAMILY PRODUCE

74 ROBERTSON ROAD  
AMIENS QLD 4380

ABN: 48 893 471 448

Email: admin@taylorsproduce.com.au

**Profit & Loss [Last Year Analysis]**

March 2020

	This Year	Last Year	\$ Difference	% Difference
Telephone	\$2,853.75	\$4,357.00	-\$1,503.25	(34.5)%
Total Employment Expenses	\$229,320.03	\$456,085.07	-\$226,765.04	(49.7)%
Travel & Entertainment	\$321.13	\$336.40	-\$15.27	(4.5)%
Services				
Electricity	\$8,314.63	\$28,250.04	-\$19,935.41	(70.6)%
Water	\$0.00	\$272.73	-\$272.73	(100.0)%
Motor Vehicles				
Petrol/Diesel	\$1,195.87	\$63,876.37	-\$62,680.50	(98.1)%
Vehicle Maintenance	\$5,047.47	\$5,091.75	-\$44.28	(0.9)%
Vet/Medical	\$884.09	\$416.88	\$467.21	112.1%
Irrigation Supplies	\$4,908.93	\$1,178.16	\$3,730.77	316.7%
Total Expenses	\$554,642.49	\$969,634.84	-\$414,992.35	(42.8)%
Operating Profit	\$267,733.44	\$1,984,034.06	-\$1,716,300.62	(86.5)%
Total Other Income	\$0.00	\$0.00	\$0.00	NA
Total Other Expenses	\$0.00	\$0.00	\$0.00	NA
Net Profit/(Loss)	\$267,733.44	\$1,984,034.06	-\$1,716,300.62	(86.5)%

This report includes Year-End Adjustments.

## Tim Davis

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**From:** Connie Taylor <connie@taylorsproduce.com.au>  
**Sent:** Wednesday, 29 April 2020 8:51 AM  
**To:** Jodi McKenna  
**Cc:** Emily Banks; Tim Davis; ray@taylorsproduce.com.au  
**Subject:** RE: JobKeeper Payment Scheme - Extension of Time

Hi Jodi,

Do you believe that we are eligible to apply for this? Ray believes that we could as we are way below 30% ????. What are your thoughts?

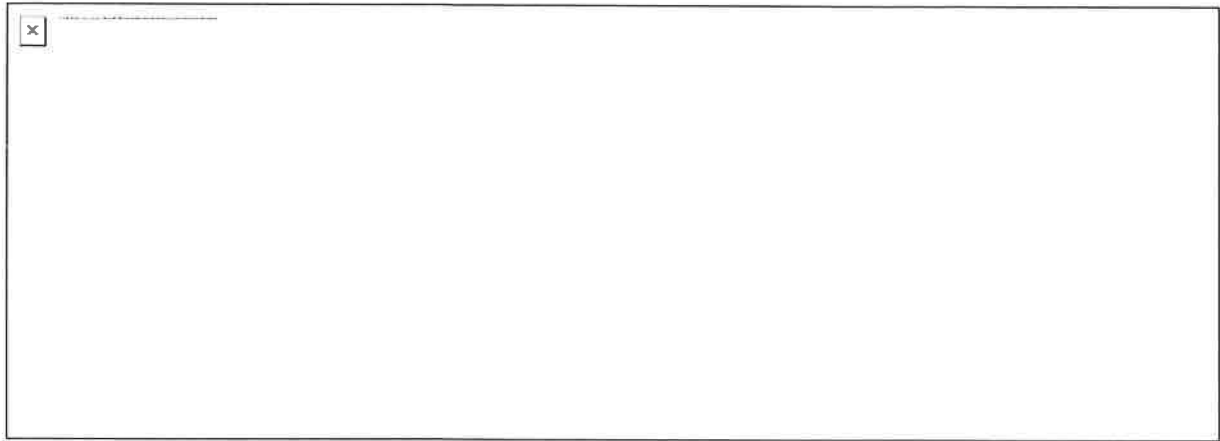
2020/04/29  
With thanks

*Connie Taylor*  
Business Manager  
Taylor Family Produce  
74 Robertson Road  
Amiens Q 4380  
[connie@taylorsproduce.com.au](mailto:connie@taylorsproduce.com.au)  
0746833394



**From:** Tim Davis <timd@hfbgroup.com.au>  
**Sent:** Tuesday, 28 April 2020 3:54 PM  
**To:** Keith & Bill <admin@taylorsproduce.com.au>  
**Subject:** JobKeeper Payment Scheme - Extension of Time





Hi Keith & Bill

### **IMPORTANT UPDATE - JobKeeper Payment Scheme**

The ATO have extended the time to enrol for the initial JobKeeper periods, from 30 April 2020 until 31 May 2020.

If you enrol by 31 May you will still be able to claim for the fortnights in April and May, provided you meet all the eligibility requirements for each of those fortnights. This includes having paid your employees by the appropriate date for each fortnight.

For the first two fortnights (30 March – 12 April, 13 April – 26 April), the ATO will accept the minimum \$1,500 payment for each fortnight has been paid by you even if it has been paid late, **provided it is paid by 8 May 2020.**

But if you are reporting through STP software, generally the payment date in the software still has to be allocated as **26 April or earlier** to be correctly lodged to the ATO. If your payment date is set in your payroll software as 1 May for example – the ATO will not be able to recognise that this is a “catch-up” payment for the first two fortnights.

**If you do not pay your staff by this date, you will not be able to claim JobKeeper for the first two fortnights.**

You can enrol and claim for JobKeeper earlier if you choose. For example, you can enrol by the end of April to claim JobKeeper payments for the two fortnights in April.

Thanks + stay safe.

*Tim Davis*

*on behalf of the Directors - Howe Ford & Boxer*



Should you choose to engage HFB - to assist you in the enrolment process,  
please click the link below to register your intention.

We need to know ASAP if you want us to help YOU!

**CLICK HERE - Yes, I need HFB to help me with the JobKeeper Payment  
Scheme**

1 of 1 | 1000 | 1000

For more information, please visit our website at [www.hfb.com.au](http://www.hfb.com.au)  
or contact us on 1800 123 456. We are here to help you with the JobKeeper Payment  
Scheme and ensure you are compliant with the requirements.

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