

Maximize Your Impact: Claim Tax Credits and Support Multiple Sclerosis NZ

Please feel free to contact us on 0800 675 463 and we are happy to guide you through this process and/or provide copies of past receipts.

When you make a donation of \$5 or more, you can receive 33.33% back as a tax credit from the IRD (Inland Revenue Department). You also have the option to donate that credit back to us to help cover the administrative costs of the **Multiple Sclerosis Society of New Zealand Inc.** This means your **\$50 donation could turn into \$66.67**, making an even bigger impact.

You can easily process your tax credit online using the receipt we send you. Plus, if you haven't already claimed, **you can even claim donations from up to the past four years.** Your generosity goes a long way in supporting the cause!

To submit your receipt online, you'll need a [myIR login](#). If you don't have one, registering is simple and only requires your IRD number. For more details, read the guidelines below to help you through the process.

1) Register or Log in to Your myIR Account

- If you don't have a myIR account yet, sign up and be sure to request access to receive donation tax credits.
- If you already have a myIR account but the **Donation tax credit** option isn't showing on your homepage, simply go to 'I want to...', select **Register for donation tax credit**, complete the form, and submit it to the IRD.

When you have the **Donation tax credit** option on your home page, select **Enter donation tax credit receipts** in your donation tax credit account.

The screenshot shows the myIR account dashboard. At the top left is the myIR logo. Below it, the user is identified as 'Generous, Donor' with ID '000-000-000' and address '123 Donor Address Rd, City, 0000'. On the right, a welcome message says 'Welcome, Donor Generous' and 'You last logged in on Wednesday, Oct 9, 2024 5:46:55 PM' with a 'Manage my profile' link. A navigation bar includes 'Summary', 'Alerts' (with a red notification icon), and 'I want to...'. The main content area is titled 'Donation tax credit' for user 'Generous, Donor' (ID: 000-000-000-REB006). It displays a 'Total balance: \$0.00' and 'Unapproved submissions: 0'. To the right are three links: '> Enter donation tax credit receipts', '> View receipts submitted', and '> More...'. A small user icon is in the top right corner of the dashboard.

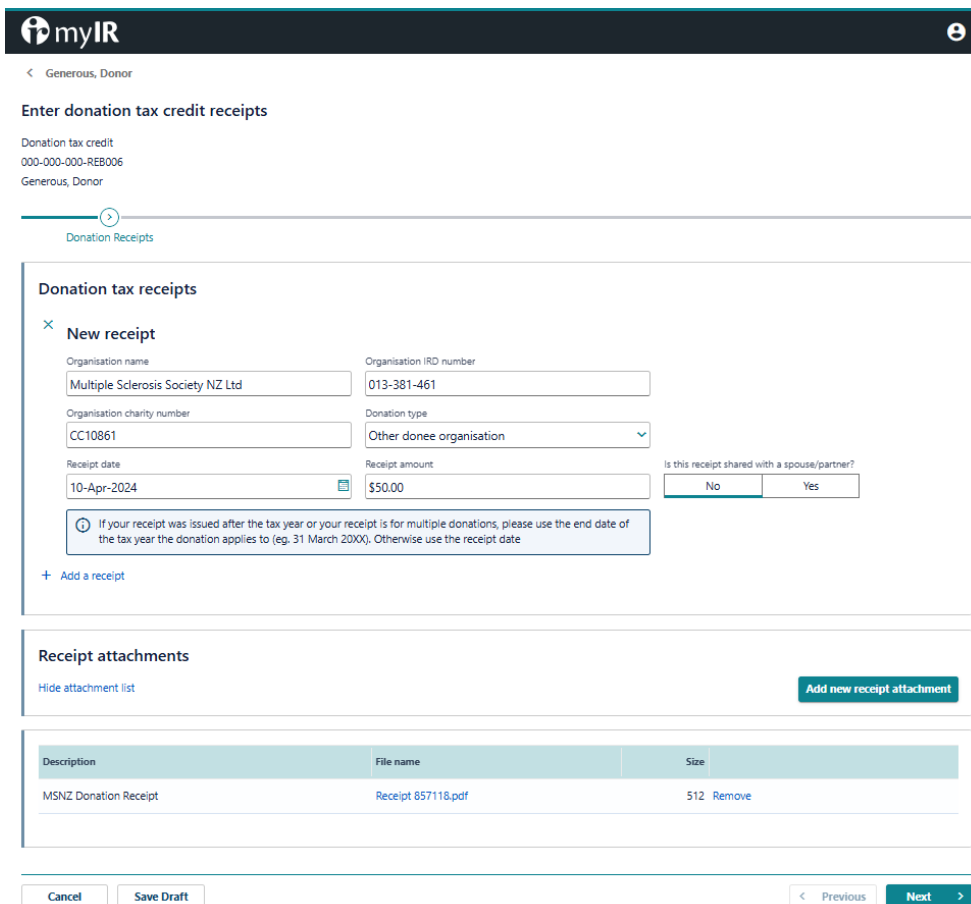
2) Enter Receipt Details and Attach

- Click **Add a receipt** and enter the details.
- Organisation name: **Multiple Sclerosis Society of New Zealand Inc**
- Organisation IRD number: **013-381-461**
- Organisation charity number: **CC10861**
- Donation type: **Other donee organisation**
- Receipt date: **Add the date that is on your receipt**
- Receipt amount: **Add the donation amount that is on your receipt**
- Is this receipt shared with a spouse/partner: **Yes or No** (if you answer Yes, the IRD number of your partner must also be entered as well)

Click **Add receipt**.

- Document description: **MSNZ Donation Receipt**
- File: **Upload your donation receipt pdf** (you can download a copy of the donation receipt as a pdf from the receipt email received).

Click **OK** and then click **Next**.



myIR

< Generous, Donor

Enter donation tax credit receipts

Donation tax credit
000-000-000-REB006
Generous, Donor

Donation Receipts

Donation tax receipts

× New receipt

Organisation name: Multiple Sclerosis Society NZ Ltd
Organisation IRD number: 013-381-461
Organisation charity number: CC10861
Donation type: Other donee organisation
Receipt date: 10-Apr-2024
Receipt amount: \$50.00
Is this receipt shared with a spouse/partner? No Yes

ⓘ If your receipt was issued after the tax year or your receipt is for multiple donations, please use the end date of the tax year the donation applies to (eg. 31 March 2000). Otherwise use the receipt date.

+ Add a receipt

Receipt attachments

Hide attachment list Add new receipt attachment

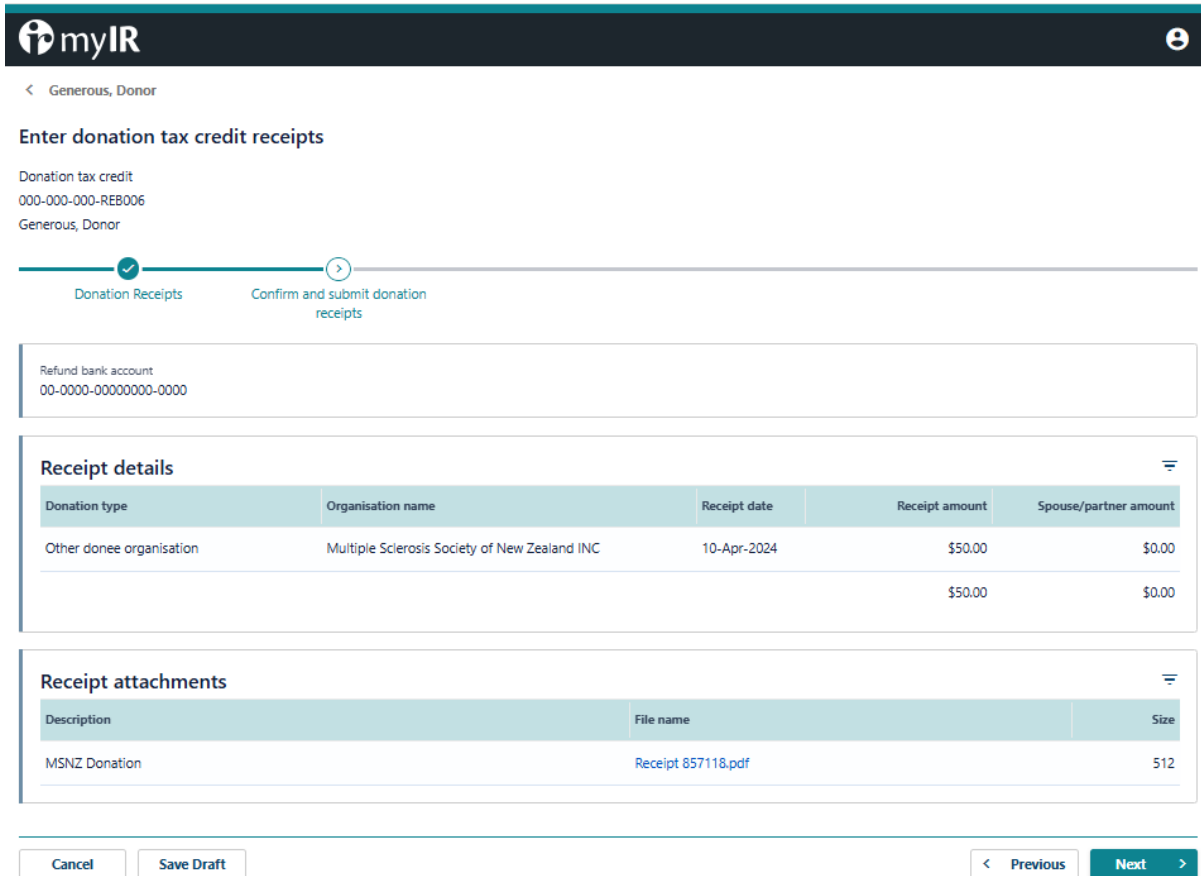
Description	File name	Size
MSNZ Donation Receipt	Receipt 857118.pdf	512 Remove

Cancel Save Draft < Previous Next >

3) Verify the details are correct.

Check all the information has been entered correctly.

- If everything looks correct, click on **Next** again.
- If you need to make changes, click **Previous** and amend.
- Or choose to save progress and complete the submission later by clicking **Save Draft**.



Generous, Donor

Enter donation tax credit receipts

Donation tax credit
000-000-000-REB006
Generous, Donor

Donation Receipts Confirm and submit donation receipts

Refund bank account
00-0000-00000000-0000

Receipt details				
Donation type	Organisation name	Receipt date	Receipt amount	Spouse/partner amount
Other donee organisation	Multiple Sclerosis Society of New Zealand INC	10-Apr-2024	\$50.00	\$0.00
			\$50.00	\$0.00

Receipt attachments		
Description	File name	Size
MSNZ Donation	Receipt 857118.pdf	512

4) You can now choose to transfer your donation tax credit, either through the IRD or via our website.

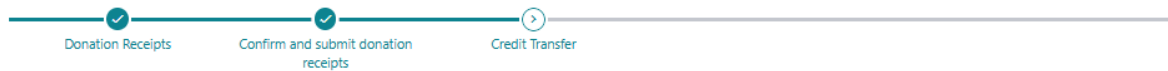
To allocate all or part of the credit back to Multiple Sclerosis NZ through the IRD, select **Yes**.

- IRD number: **013-381-461**
- Account type: **GST** (We ask you to select GST please. As a Registered Charity we are not required to pay Income tax, if Income Tax is selected, the donation of your tax credit will not reach us).
- Associated person: **No**
- Period from: **Select the first date in the list**
- Period to: **Add the same date you selected in 'Period from'**
- Transfer amount: **Add the amount you are transferring**

< Generous, Donor

Enter donation tax credit receipts

Donation tax credit
000-000-000-REB006
Generous, Donor



Credit Transfer

Would you like to transfer your credit?

Tax period	Amount of credit remaining
31-Mar-2025	\$0.00
	\$0.00

× New Credit Transfer

IRD Number: Account type: Associated person?:

Period from: Period to: Transfer amount:

[+ Add a credit transfer](#)

Or to donate your credit directly to Multiple Sclerosis NZ, please visit the [donation](#) area of our website or make a deposit to our bank account Multiple Sclerosis New Zealand 02-0500-0355668-00 with your name in the particulars.

5) Submit

Now select **Submit** for processing.

Please let us know of your donation by [email](#) or via our [contact page](#) so a receipt can be issued for gifts over \$5.

For further information from the [Inland Revenue Department](#) review [Donation Tax Credits](#), or phone 0800 775 247.

Thank you for your support. If you have any questions, please do not hesitate to contact [Multiple Sclerosis NZ](#) by calling 0800 6754 63 or emailing info@msnz.org.nz