Items to Note

Items to Note

The main purpose of this conversion is to get your data ready for the following tax year. Therefore, viewing a Form 1040 or business equivalent form will not display the same results that had been filed. Some of the data is also placed in input fields that appear to be incorrect but are used as place holders. When the return has been transferred to the following year, these amounts will go to the correct input fields.

Items to Note:

- Number of Assets The conversion program converts a maximum of 2500 assets.
- Date of Birth Verify date of birth in Client Information and Dependents, and adjust if necessary.
- **Depreciation** In the 2013 program, AMT prior depreciation should be reduced by Section 179 and any special depreciation taken in 2012. State depreciation entries should be reviewed and adjusted as necessary.
- **Vehicles** Proseries converts only the first two vehicles entered per entity to Proseries Screen 30 from the ATX Vehicle Expense worksheets which are part of Schedule C, Schedule C-EZ, Schedule E, Schedule F, and Form 2106, Form 2106-EZ. Therefore, Additional vehicles in the third and fourth columns will need to be reentered.
- General Business and Passive Activity Credits The Form and Prefix Number cannot be converted. You must adjust detail in "Form" and "Number of Form" (ProSeries Screen 34, codes 1 and 2).
- **State Information** State information does not transfer.

Note: We also recommend that you review and update the following items after your conversion:

- Carryovers, such as credit carryovers and NOLs
- Prior year summary (review in 2013 program only)
- Any hurricane-related issues that overlap years, such as pension withdrawals
- Foreign tax credit carryovers

Individual Converted Items (1040)

The <u>underlined and bolded</u> titles in the following list correspond to the titles on the Contents screen of the Lacerte tax program.

Client Information

Filing Status
Taxpayer Information
Spouse Information
MFJ/MFS Comparisons

Dependent Information

Dependent Information Relationship Months Lived at Home Type of Dependent Child Tax Credit

Miscellaneous Information

Presidential Campaign
Designee Information
Direct Deposit of Refund
Financial Institution (up to 3):

Name of Bank (Memo Only) Routing Transit Number Depositor Account Number Type of Account

Does Not Covert: Estimated Tax Payments

We do not convert any estimated payment that has been applied to the future tax year.

Wages, Salaries, Tips

Employer information Wages

Taxes Withheld Box 12 Codes

Retirement plan

Ministers Wages Subject to SE Tax Employer Name, ID, and Address

Employee Name, ID and Address (if different)

Interest Income

Name of Payer Seller Financed Mortgage – SSN, ID, Address Total Municipal Bonds Interest in Foreign Account Name of Foreign Country

Dividend Income

Name of Payer Ordinary & Qualified Dividends Total Capital Gain Distributions

Pensions, IRA Distributions, W-2G

Payer Information

IRA Distributions Information from 1099R Traditional/Sep/Simple IRA Report on Form 8606

Distribution Code does not carry over unless description is identical to ATX.

Miscellaneous Income

Alimony Received
Income from the Rental of Personal Property

State / Local Tax Refunds / Unemployment Compensation (1099-G)

Payer Information Spouse

<u>Does Not Covert: State Refund Worksheet</u> Calculations

State and Local Tax Refund Worksheet will need to be entered, in next year's program, if the return had a Schedule A and a state refund. This will be used to calculate a potential income amount for Form 1040 pg. 1 Taxable refunds line.

Does Not Convert: Net Operating Loss Carryovers

We do not convert any NOL carryovers. You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letters CO and press enter. This will take you to the Carryover worksheet. Find the section titled "Loss and Expense Carryovers" and find the line for Net Operating Losses. Under the far right column, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Business Income (Schedule C)

General Information Provided
Accounting Method
Inventory Method
1=Spouse, 2=Joint
W-2 Earnings as Statutory Employee
Not Subject to Self-Employment Tax
Did Not Materially Participate
Other Expenses

Does Not Convert: Schedule C Carryovers

We do not convert any carryovers such as 179 and suspended losses. You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letter C and press enter. This will take you to the Profit and Loss Worksheet. At the very bottom of this worksheet is a Carryforward worksheet for the following year. For each field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Disposition (Schedule D, 4797, Etc.)

Description of Property

Date Acquired

Date Sold

1=short-term, 2=long-term

Sales Price

Cost or other basis

Federal Income tax withheld

Collectible

Depreciation allowed

Existing mortgage assumed by buyer

Gross Profit Ratio (.XXXX OR 1=100%) (Form 6252)

AMT Gross Profit Ratio

Prior Year's Payment

Ordinary Income

Unrecaptured Section 1250 (Regular & AMT)

6252 Payments: Year, Principal Payments, Gain,

Ordinary income, Unrecaptured 1250 Gain

8824 Like-Kind: Description of Property Received, Date property identified, Date property received

1=Passive disposition, 2=Partial disposition,

3=Seperately stated on K-1

Related Party Name, ID, Address, Marketable Security

Does Not Convert: Schedule D Carryovers

We do not convert any Capital Loss Carryovers. You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letters CLF and press enter. This will take you to the Capital Loss Carryforward Worksheet. In the middle of this sheet is a line for Short Term Capital Losses while the very bottom line is for Long Term Capital Losses. For each field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Rental & Royalty Income (Schedule E)

Percentage of Ownership

Property Information

Percentage of Ownership

1=Spouse, 2=Joint

1=Nonpassive Activity, 2=Passive Royalty

Did Not Actively Participate

Real Estate Professional

Does Not Convert: Schedule E Carryovers

We do not convert any carryovers such as 179 and suspended losses. You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letters EW and press enter. This will take you to the Schedule E Worksheet. At the very bottom of this worksheet is a Carryforward worksheet for the following year. For each field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Farm Income (Schedule F / Form 4835)

Principal Product

Employer ID Number

Agricultural Activity Code

Accounting Method

1=Spouse, 2=Joint

Farm Rental (Form 4835)

Did Not Materially Participate (Schedule F Only)

Did Not Actively Participate (4835 Only)

Sales of Items Bought for Resale (Cash Method)

Cost or Basis of Items (Cash Method)

Sales of Livestock You Raised (Cash Method)

Cost of Livestock, Etc. Purchased (Accrual Method)

Other Expenses

Does Not Convert: Schedule F Carryovers

We do not convert any carryovers such as 179 and suspended losses. You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letter F and press enter. This will take you to the Schedule F Worksheet. At the very bottom of this worksheet is a Carryforward worksheet for the following year. For each field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Partnership Information

Name and address of Partnership Employer Id Number Publicly Traded Partnership Foreign Partnership 1=Spouse, 2=Joint

Does Not Convert: Schedule E Pg 2 Carryovers

We do not convert any carryovers such as 179 and suspended losses. You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letter P and press enter. This will take you to the Partner's Share of Income. At the very bottom of this worksheet is a Section A and B for Passive Activity Adjustment. You will need to enter the amount of loss suspended in the current year in the far right column. For each field, press Ctrl + D to override

and type in the amount that needs to transfer to next year's program.

If there are At-Risk Carryovers for a particular Partnership, you will need to also use the following steps to enter these At-Risk Carryovers. Open up the client file, hit Ctrl + F to view forms, type the letter P and press enter. This will take you to the Partner's Share of Income. Within Part II of this worksheet is a Quickzoom button for At-Risk Limitations worksheet and its AMT counterpart. Within these worksheets, you will need to enter the amount of disallowed loss in the far right column. For each field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

S Corporation Information

Name & Address of S Corporation Employer Identification Number Tax Shelter Registration Number 1=Spouse, 2=Joint

Does Not Convert: Schedule Ep 2 Carryovers

We do not convert any carryovers such as 179 and suspended losses. You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letter S and press enter. This will take you to the Shareholder's Share of Income. At the very bottom of this worksheet is a Section A and B for Passive Activity Adjustment. You will need to enter the amount of loss suspended in the current year in the far right column. For each field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

If there are At-Risk Carryovers for a particular Partnership, you will need to also use the following steps to enter these At-Risk Carryovers. Open up the client file, hit Ctrl + F to view forms, type the letter S and press enter. This will take you to the Shareholder's Share of Income. Within Part II of this worksheet is a Quickzoom button for At-Risk Limitations worksheet and its AMT counterpart. Within these worksheets, you will need to enter the amount of disallowed loss in the far right column. For each field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Estate and Trust Information

Name of Estate or Trust Employer Identification Number 1=Spouse, 2=Joint Not a Passive Activity Actively Participated in Real Estate

Does Not Convert: Schedule Ep 2 Carryovers

We do not convert any carryovers such as suspended losses. You will need to use the

following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letter F and press enter. This will take you to the Schedule K-1 for Trusts Worksheet. Below Part III of this worksheet is a section titled "Passive Activity Information". You will need to enter the amount of loss suspended in the current year in the far right column. For each field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Depreciation (4562)

Description of Property

Form

Category

Date Placed in Service

Gulf Opportunity Zone Asset

Cost or Basis

Current section 179 expense

Method

Life or Class Life

1=Half-Year. 2=Mid-Quarter

Amortization Code Section

Current Depreciation

Current Special Depreciation Allowance (-1 if None)

Prior Depreciation

Prior Special Depreciation Allowance

Prior Section 179 Expense

Basis reduction

AMT - Basis

1=Real property, 2=Leased personal property pre-1987

AMT -Current Depreciation

AMT -Prior Depreciation (MACRS Only)

State - Cost or basis

State - Current section 179 expense

State - Method

State - Life or class

State - Prior depreciation/amortization

State AMT – Prior depreciation (MACRS only)

Percentage of Business Use (.xxxx)

General Asset Account Election

Alternative Depreciation System (ADS)

1=IRS tables, 2=DB/SL formula (MACRS)

Qualified Indian Reservation Property

Listed Property

No evidence to support

No written evidence to support

Sport utility vehicle over 6,000 pounds

Increase deduction limits for electric vehicle, 2=no limits

Vehicle is available for off-duty personal use

no other vehicle is available for personal use

Vehicle is used primarily by a more than 5% owner

Provide vehicles for employee use

Prohibit employee personal use of vehicles

Prohibit employee personal use, except commuting

Treat all use of vehicles as personal use

Provide more than 5 vehicles and retain information

Meet qualified auto demonstration requirements

Total Mileage

Business mileage

Commuting mileage

Average daily round-trip commute

1=Force actual expenses, 2=Force standard mileage

rate

Gasoline, lube, oil

Name/Number of primary asset in Like-kind exchange

Date traded

Date Sold, Disposed or retired (m/d/y or -m/d/y)

Expenses of Sale

Sales Price (Form 4797)

Blank=1245, 1=1250

Section 1250 ..., applicable percentage

Like-Kind: Description of property

Like-Kind: Date placed in service (new asset)

Like-Kind: Date of exchange Casualty/Theft Description

Adjustments to Income

Basis in IRA as of preceding year end

Basis in Roth IRA Contributions as of preceding year

end

Alimony Paid

Other Adjustments

Itemized Deductions

Other Medical Expenses

Personal Property Taxes

Other Taxes

Home Mortgage Interest on Form 1098

Miscellaneous Deductions (2%)

Does Not Covert:

Home Mortgage Interest Not on Form 1098 Points not on Form 1098

Investment Interest Carryover

You will need to do the following to enter these amounts. They are reported in the section for Interest Paid.

<u>Does Not Convert: Charitable Contribution</u> <u>Carryovers</u>

You will need to use the following steps to enter these amounts. Open up the client file, hit Ctrl + F to view forms, type the letters CO and press enter. This will take you to the Carryover worksheet. At the very bottom of the worksheet is where you can enter the carryover of charitable contributions. You

will need to enter the amount of contribution disallowed in the current year on this field. For this field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Business Use of Home

Business Use and Total Area of Home Indirect/Direct Expenses

Does Not Convert: Operating Expenses Carryover

You will need to use the following steps to enter these amounts. Open up the client file, hit Ctrl + F to view forms, type the numbers 8829 and press enter. This will take you to the Expenses for Business Use of Home. At the very bottom of the worksheet is where you can enter the carryover of Operating Expenses. For this field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Vehicle / Employee Business Expense (2106)

Occupation, if Different from Form 1040

Spouse (Form 2106)

1=Qualified performing artist, 2=Handicapped, 3=Feebasis gov't official

Form 2106-EZ when applicable

Department of Transportation

Local Transportation (Bus, Taxi, Train, Etc.)

Travel Expenses While Away from Home Overnight

Vehicle Information

Automobile Expenses

Foreign Income Exclusion (2555)

Spouse

Foreign Address of Taxpayer

Employer's Name, US Address, or Foreign Address

Employer Type

Enter Last Year (After '81) Form 2555 for 2555-EZ was filed

Country of Citizenship

City and Country of Foreign Residence

Travel information: Needed to provide Physical

Presence

Beginning Date for Bona Fide Residence (m/d/y) Ending Date for Bona Fide Residence (m/d/y)

Health Savings Account

1=Self-Only Coverage, 2=Family Coverage Acquired interest in HAS after death of account holder

Medical Savings Accounts (8853)

Were uninsured when MSA was established 1=Self-Only Coverage, 2=Family coverage

Long-Term Care Insurance Contracts (8853)

Information of Person Insured

Spouse is Policyholder

Other Individuals Received Payments for Insured

Insured is Terminally III

Child and Dependent Care Expenses

Information of Persons and Expenses Qualifying for Dependent Care

Information of Persons/Organization Providing Care Qualifying Expense Incurred And Paid in Current Year

Does Not Convert: 3800 Credit Carryovers

Any credits from Form 3800 that are to be carried over to the future year will need to be entered manually in the next year's ProSeries program.

Foreign Tax Credit (1116)

Name of Foreign Country

Category of Income

Employee compensation over \$250,000 with alternative hasis

Other Foreign Source Income

Does Not Convert: Foreign Taxes Paid Carryover

You will need to use the following steps to enter these amounts. Open up the client file, hit Ctrl + F to view forms, type the numbers 1116W and press enter. This will take you to the Foreign Tax Credit Worksheet. At the very bottom of the worksheet is where you can enter the carryover of Taxes Paid to the future year. For these fields, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Qualified Adoption Expenses (8839)

Name, ID, and Date of Birth Born Disabled Special Needs Child Foreign Child

Education Credits (8863)

Educational Institution Attended

Does Not Convert: Minimum Tax Credit (8801)

Due to a computed Form 6251 for AMT not being converted, you will need to be mindful if your client can receive this credit next year. Amounts computed from Alternative Minimum Tax Form 6251 will need to be entered into next year's program, Form 8801, to calculate a potential credit.

Household Employment Taxes

Employer Identification Number

Employee

Total Cash Wages Subject to Social Security Taxes

Total Cash Wages Subject to Medicare Taxes

Federal Income Tax Withheld

Paid Unemployment Contributions to Only One State

Paid All State Unemployment Contributions by 4/16/yy

All Wages Taxable for FUTA Were Also Taxable for

State Unemployment

Name of State

Tax for Children Under 18 (8615)

Tax for Children Under 18 - Name & SSN

Parent's Election to Report Child's Income (8814)

Child's Name and SSN

Reportable Income

Dividends received as a nominee

Prior Year Summary

Income

Adjustments

Itemized Deductions

Tax Computation

Credits

Other Taxes

Payments

Refund or Amount Due

Corporation Converted Items (1120)

Client Information

Corporation Name

Federal Identification Number

Address

Fiscal Year End

Date Incorporated

Business Code & Activity

Product or Service

Accounting Method

Number of Shareholders

Officer Information

Officer Name & SSN

Time Devoted to Business

% of Common Stock Owned (xx.xx)

% of Preferred Stock Owned (xx.xx)

Miscellaneous / Other Information

Title of Signing Officer

Allow Preparer / IRS Discussion

1120-A: 1=if Applicable, 2=Suppress

Qualified Personal Service Corporation

Consolidated Return

Personal Holding Company

Schedule M-3 Required

EFTPS Required for All Payments

Foreign Person Owns Over 25% of Corporation's Stock

Percentage Owned by Foreign Person (xxx.xx)

Foreign Owner's Country

Number of Forms 5472 Attached

Corporation is a Subsidiary in Affiliated/Controlled Group

Parent Name & ID Number

Other Accounting Method

Routing Number

Depositor Account Number

Type of Account: 1=Checking, 2=Savings

Distribution From or Grantor of Foreign Trust

Corporation Owned Foreign Disregarded Entity

Number of Forms 8858 Attached

Number of Forms 8865 Attached

Corporation is a Shareholder of a Controlled Foreign Corporation

Number of Forms 5471 Attached

Country of Foreign Bank Account

Number of Forms 8873 Attached

Extraterritorial Income Exclusion

Invoice & Letter

Prior Year Preparation Fee (Memo Only)

20% Direct or 50% Direct/Indirect Owned Entities

Entity type

Country of incorporation/organization, if not U.S

Foreign Owned Corporation Information (5472)

Country of Incorporation

Principal Country(ies) Where Business is Conducted

Country(ies) of Filing Income Tax Return as a Resident

Consolidated Filing of Form 5472

Direct 25% Shareholder #1 & #2 - Name, Address, ID

Direct 25% Shareholder #1 & #2 - Principal Country(ies) Where Business is Conducted

Direct 25% Shareholder #1 & #2 - Country of Citizenship or Incorporation

Direct 25% Shareholder #1 & #2 - Country(ies) of Filing Income Tax Return as a Resident

Ultimate Indirect 25% Shareholder #1 & #2 - Name, address, ID

Ultimate Indirect 25% Shareholder #1 & #2 - Principal Country(ies) Where Business is Conducted

Ultimate Indirect 25% Shareholder #1 & #2 - Country of Citizenship or Incorporation

Ultimate Indirect 25% Shareholder #1 & #2 - Country(ies) of Filing Income Tax Return as a Resident

Related Party Information - Name, Address, ID Principal Business Activity Code

Related Party Information - Principal Business Activity

Related Party Information - Principal Country(ies) Where Business is Conducted

Country(ies) of Filing Income Tax Return as a Resident

Type of Party: 1=Foreign Person, 2=U.S. Person

Related to Reporting Corporation

Related to 25% Foreign Shareholder

25% Foreign Shareholder

Reasonable Estimates are Used

We do not currently convert estimated payments that have been applied to the future tax year.

Automatic Extension (7004)

Qualified Under Reg. Sec. 1.6081-5: 1=Yes, 2=No

Income

Interest

State Tax-Exempt Interest (U.S. Bonds, T-Bills, Etc.)

Cost of Goods Sold1125-A

Additional Section 263A Costs

Ending Inventory

Cost

Lower of Cost or Market

Other Method

Rules of Section 263a Apply

Disposition (Schedule D, 4797, Etc.)

Description of Property

Date Acquired & Date Sold

Gross Profit Ratio (.XXXX or 1=100%) (Form 6252)

Prior Years' Payments

Ordinary Income Portion

Like- Kind Property Received - Description

Like-Kind Property Received - Date Property Identified & Received (m/d/y)

Name, Address, Relationship and ID of Related Party

K-1 Information

Name of K-1 Entity

Employer Identification Number

Tax Shelter Registration Number

Does Not Covert: Unallowed Expenses

We do not convert any Unallowed Expenses for Form 8810. These will need to be entered in the future year program in the 8810 Form.

Depreciation (4562)

Description of Property

Form

Activity Name or Number

Category

Date Placed in Service

Special Depreciation Allowance: 1=50%, 2=30%, 3=None

Cost or Basis

Method

Life or Class Life

1=Half-Year, 2=Mid-Quarter

Amortization Code Section

Current Depreciation

Prior Depreciation

Current Special Depreciation Allowance (-1 if None)

Prior Section 179 Expense

Prior Special Depreciation Allowance

AMT - Basis

AMT - Class Life (Post-1986)

AMT - Current Depreciation

AMT - Prior Depreciation (MACRS Only)

ACE - Basis

ACE - Life

ACE - Current Depreciation (-1 if None)

ACE - Prior Depreciation

Percentage of Business Use (.xxxx)

General Asset Account Election

IRS Tables Only

Qualified Indian Reservation Property

Listed Property

Date Sold or Disposed of (m/d/y or -m/d/y)

Sales Price (-1 if None)

Expenses of Sale

Blank=1245, 1=1250

Does Not Covert: Net Operating Loss Carryovers and Contribution Carryovers

We do not convert any NOL or Contribution carryovers. You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the letters CARRY and press enter. You will then need to click on the Miscellaneous Carryovers worksheet link. Find the section titled "Form 1120" and find the line for Net Operating Losses. Under the far right column, type in the amount that needs to transfer to next year's program.

Small Employer Health Insurance Premium Credit 8941

Names of Individuals Considered Employees

Does Not Covert: 3800 Credits carried forward

Any credits from form 3800 that are to be carried over to the future year will need to be entered manually.

Schedule A (8609) / LIH Recapture (8611)

Building ID Number

Decrease in the Building's Qualified Basis for This Tax Year

Date Placed in Service (m/d/y)

Eligible Basis from Form 8609, Part II, Line 7b

Low-Income Portion (.xxxx)

Credit Percentage from Form 8609, Part I, Line 2 (.xxxx)

Maximum Housing Credit Available from Form 8609, Part I, Line 1b

Does Not Covert: Minimum Tax Credit (8827)

Due to a computed Form 4626 for AMT not being converted, you will need to be mindful if your client can receive this credit next year. Amounts computed from Alternative Minimum Tax Form 4626 will need to be entered into next year's program, Form 8827, to calculate a potential credit.

Alternative Minimum Tax (4626)

Form 4626: 2=Force

Small Corporation Determination - Gross Receipts (Preceding 3 Years)

Small Corporation Exemption: 1=Yes, 2=No

Balance Sheet (Assets) - Ending Amounts Only

Cash

Accounts Receivable

Less Allowance for Bad Debts

Inventories, if Different from Screen 10

U.S. Government Obligations

Tax-Exempt Securities

Pre-Paid Federal Tax

Pre-Paid State Tax

Other Current Assets

Loans to Stockholders

Mortgage and Real Estate Loans

Other Investments

Buildings and Other Depreciable Assets

Less Accumulated Depreciation

Depletable Assets

Less Accumulated Depletion

Land (Net of Any Amortization)

Intangible Assets

Less Accumulated Amortization

Other Assets

Balance Sheet (Liabilities and Capital) - Ending Amounts Only

Accounts Payable

Mortgages, Notes Payable - Current Year

Other Current Liabilities

Loans from Stockholders

Mortgages, Notes Payable - Long-Term

Other Liabilities

Preferred Stock

Common Stock

Additional Paid-in Capital

Adjustments to Shareholders Equity

Less Cost of Treasury Stock

Balance Sheet (Miscellaneous)

Current Year Book Depreciation (Table or Dollar Amount)

Current Year Book Amortization (Table or Dollar Amount)

Schedule M-1

Income Subject to Tax Not Recorded on Books

Expenses on Books Not Included on Return - Other

Income on Books Not Included on this Return - Other

Deductions Not Charged Against Book Income - Other

Other Schedule M-3 Items (Descriptions Only)

Income (Loss) From U.S. Partnerships

Income (Loss) From Foreign Partnerships

Income (Loss) From Other Passthrough Entities

Worthless Stock Deduction

Other Income (Loss) Items With Differences

Section 118 exclusion descriptions

Research and Development Cost Descriptions

Form 1120-H

Home owners association

Type of Homeowner's Association

Exempt Function Income

Taxable Interest

Other Income

Other Taxes

Licenses

Specific Deduction of \$100

Tax Credits

Prior Year Summary

Income

Deductions

Taxable Income

Tax Computation

Payments

Refund or Amount Due

Balance Sheet

Homeowners Associations

S Corporation Converted Items (1120S)

Client Information

S Corporation Name

Federal Identification Number

Address & Phone Number

Fax Number

E-Mail Address

Fiscal Year End

Date Incorporated

Date Elected S Corporation

Business Code & Activity

Product or Service

Accounting Method

Miscellaneous Info., Other Info. (Sch. B) Amended Return

Accounting Method: Other

Corporation filed or is required to file, Form 8918 regarding any reportable transaction

issued OID debt instruments

If required to file Form(s) 1099 in the current year, did you or will you file all required Form(s) 1099?

Title of Signing Officer

Allow Preparer / IRS Discussion

Direct deposit of refund

Routing Number

Depositor Account Number

Type of Account: Checking or Savings

Number of Forms 8858 Attached

Number of Forms 8865 Attached

Corporation is a Shareholder of Controlled Foreign Corp.

Number of Forms 5471 attached

Distribution From or Grantor of Foreign Trust

Interest in Foreign Bank Account

Name of Foreign Country

Number of Forms 8873 Attached

Invoice, Letter, Filing Instructions

Prior Year Preparation Fee

Shareholder Information

Shareholder Name, ID, Address, Resident State

Stock Ownership

Shareholder Name

Number of Shares Owned at Year End

Shareholder's Basis

Stock basis at the beginning of tax year

Prior year loss in excess of basis

Debt basis at beginning of tax year, if different

Estimated Tax

Overpayment applied

Penalties & Interest

Optional Annualized Method: Option I, Option II, and Standard

Ordinary Income

Other Income

Cost of Goods Sold

Additional Section 263A Costs

Other Costs

Ending Inventory

Inventory Method

Rules of Section 263A Apply

Ordinary Deductions

Taxes - Other

Other Ordinary Deductions

Depreciation (4562)

Description of Property

Form & Number of Form

Category

Date Placed in Service

Special Depreciation Allowance: 1=50%, 2=30%, 3=None

Cost or Basis

Method

Life or Class Life

1=Half-Year, 2=Mid-Quarter

Amortization Code Section

Current Depreciation

Prior Depreciation

Current Special Depreciation Allowance (-1 if None)

Prior Special Depreciation Allowance

Prior Section 179 Expense

AMT - Basis

AMT- Class Life (Post-1986)

AMT - Current Depreciation

AMT - Prior Depreciation (MACRS Only)

Percentage of Business Use (.xxxx)

General Asset Account Election

IRS Tables Only

Listed Property

Qualified Indian Reservation Property

Date Sold or Disposed of (m/d/y or -m/d/y)

Sales Price (-1 if None)

Expenses of Sale

Blank=1245, 1=1250

Schedule K Income and Deductions

Other Income (Loss)

Other Deductions

Does Not Covert: 179 Carryover

You will need to use the following steps to enter this amount. Open up the client file, hit Ctrl + F to view forms, type the numbers 179 and press enter. This will take you to the Form 4562. At the very bottom of Part I, is a line that calculates what the 179 carryover to the next year will be. Highlight the field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program.

Rental Real Estate Activities (Form 8825)

Kind of Property

Location of Property (Street address, City, State, Zip)

Other Expenses

Disposition (Schedule D, 4797, Etc.)

Description of Property

Date Acquired (m/d/y or -m/d/y)

Date Sold (m/d/y or -m/d/y)

Gross Profit Ratio (.XXXX or 1=100%) (6252)

Prior Years' Payments

Ordinary Income

Unrecaptured Section 1250 Gain

Related Party Name, Address, ID, and Relationship

Passthrough K-1's (1065, 1041)

Name, Address, EIN of K-1 entity

Credits (Schedule K)

Alcohol and Cellulosic Biofuel Fuels Credit (6478) IRS registration number Credit for Small Employer Health Insurance Premiums (8941) Name or ID group Other Credits

Other Schedule K Items

Foreign Taxes - Foreign Country

Foreign Income Sourced at Corporate Level - Listed Categories

Deductions Allocation/Apportionable at Corporate Level - Listed Categories

Foreign Taxes - Reduction in Taxes for Credit and Gross Income

Other Foreign Transactions

Other AMT Items

Balance Sheet (Assets) - Ending Amounts Only

Cash

Accounts Receivable

Less Allowance for Bad Debts

Inventories, if Different from Screen 10

U.S. Government Obligations

Tax-Exempt Securities

Pre-Paid Federal Tax

Pre-Paid State Tax

Other Current Assets

Loans to Shareholders

Mortgage and Real Estate Loans

Other Investments

Buildings and Other Depreciable Assets

Less Accumulated Depreciation

Depletable Assets

Less Accumulated Depletion

Land (Net of Any Amortization)

Intangible Assets

Less Accumulated Amortization

Other Assets

Balance Sheet (Liabilities and Capital - Ending Amounts Only

Accounts Payable

Mortgages, Notes Payable - Current Year

Other Current Liabilities

Loans from Shareholders

Mortgages, Notes Payable - Long-Term

Federal Tax Payable

State Tax Payable

Other Liabilities

Capital Stock

Additional Paid-in Capital

Adjustments to Shareholders' Equity

Less Cost of Treasury Stock

Schedule M-1

Income on Schedule K Not Recorded on Books

Expenses on Books Not on Schedule K - Non-deductible expenses

Expenses on Books Not on Schedule K - Other

Income on Books Not on Schedule K - Tax-Exempt Income

Deductions on Sch. K Not Charged Against Book Income - Other

Schedule M-2

Other Additions

Other Reductions

Schedule M-3

Accounting Standard Used

If "other" accounting standard used, specify

Net Income or Loss from Nonincludible Foreign Entities

Net Income or Loss from Nonincludible U.S. Entities

Net Income of Other U.S. Disregarded Entities (except qualified subchapter S subsidiaries)

Net Income (Loss) of Other Qualified Subchapter S Subsidiaries

Other Expense/Deduction Items with Differences

Prior Year Summary

Income

Deductions

Taxable Income

Tax Computation

Payments

Refund or Amount Due

Balance Sheet

Homeowners Associations

Partnership Converted Items (1065)

Client Information

Partnership Name, ID, Address, & Phone

Partnership DBA

Primary contact

Fax Number

E-Mail Address

Fiscal Year End (mm)

Date Business Began (m/d/y)

Business Code & Activity

Product or Service

Accounting Method

Tax Shelter Registration Number

Type of Entity

Tax Matters Partner

Partner's capital accounts

State Return

Miscellaneous Information

Type of Entity Filing if Other

Partner's capital accounts if "other"

Name of TMP Representative if TMP is an entity

Allow preparer/IRS discussion

Rounding partner number

Invoice, Letter, Filing Instructions

Client's Salutation

Prior year preparation fee

IRC center: numeric

Other Information (Schedule B)

Question 2: Was any partner a disregarded entity, PAR, trust, SCOR, EST (other than a deceased partner), nominee or similar person

Question 3a: List any CORP, PAR, trust, or tax-exempt org. that owns 50% or more of the PAR at year end

Question 3b: List any individual or estate that owns 50% or more of the PAR at year end

Question 4a: Owned directly 20% or more, or indirectly 50% or more of the total voting power of all classes of voting stock of any foreign or domestic CORP at year end

Question 4b: Own directly 20% or more, or indirectly 50% or more in the profit, loss, or capital in any PAR or in the beneficial interest of a trust

Partnership Level Tax Treatment Election in Effect for the Current Year

"Question 6" requirements are met

Partnership is a Publicly Traded Partnership

Partnership had debt cancelled, forgiven, or principal reduced

Partnership filed, or is required to file, Form 8918 regarding any reportable transaction

Part. Has Interest in a Foreign Bank Account

Name of Foreign Country

Partnership is a Grantor of a Foreign Trust

Partnership is making, or has in effect, a Section 754 election

Section 743(b) or 734(b) Basis Adjustments: 1=partnership made an optional basis adjustment Section 743(b) or 734(b) Basis Adjustments: 1=partnership is required to make a basis adjustment

Partnership distrib. any prop. received in a like-kind exchange or contributed such prop. to another entity (other than entities wholly-owned by the partnership throughout the tax year)

Partnership distributed to any partner tenancy-in-common or other undivided interest in partnership prop.

Partner Information

Partner Information
Type of Entity
General Partner or LLC Manager
Foreign Partner

Partner Percentages

Profit/Loss Sharing - End of Year Ownership of Capital - End of Year

Income

Passthrough Entity K-1 Information (1065) Passthrough Entity K-1 Information (1041) Other Income

Cost of Goods Sold

Additional Section 263A Costs
Beginning Inventory
Other Costs
Ending Inventory
Inventory Method
LIFO Inventory Method Adopted
Rules of Section 263A Apply

Farm Income (Schedule F / Form 4835)

Agricultural Activity Code
Accounting Method
Did Not Materially Participate (Sch. F Only)
Did Not Actively Participate (Form 4835 Only)
Ending Inventory of Livestock, Etc. - Accrual Method

Deductions

Other

Real Estate taxes

Depreciation (4562)

Description of Property

Form

Activity name or number

Category

Date placed in service

Cost or basis

Method

Life or class life

Half-Year, Mid-Quarter

Amortization code section

Prior section 179 expense

Prior special depreciation Allowance

Prior depreciation/amortization

AMT Depr: Basis

AMT Depr: real property, leased personal property (pre-1987)

Qualified disaster assistance property

Listed Property

Date Sold or Disposed of

Elect Simplified Method

Sales Price

Expense of Sale

Rental Real Estate Activities (Form 8825)

Property Information

Type of Property

Other Expenses

Dispositions (Schedule D, 4797, Etc.)

Description of Property

Date Acquired

Date Sold

Short-Term, Long-Term

Gross Profit Ratio

Prior Years' Payments

Ordinary Income

Disposition of Asset w/ Prior Section 179 expense

Like-Kind Property Received - Description

Like-Kind Property Received – Date Property Identified

Like-Kind Property Received - Date Property Received

Related Party: General Information

Taxpayer ID Number

Relationship to Taxpayer

Marketable Security

Indian Employment Credit (8845)

Qualified Wages (1993)

Qualified Health Insurance (1993)

Small Employer Health Insurance Premiums Credit (8941)

Name or ID

Low-Income Housing

Kind of building

Building ID Number

Date Building Was Placed in Service

Newly constructed or existing building.

Section 42(e) rehabilitation expenditure

Partnership does not have Form 8609 issued by housing credit agency

Building qualified as part of low income housing project and met section 42 requirements 1=yes 2=no

Decrease in the building's qualified basis for this tax year

Eligible Basis from Form 8609, Part II. Line 7b

Low-Income Portion

Credit % from Form 8609

Maximum Housing Credit Available from Form 8609

Other Schedule K Items

Other Income

Sect. 59(e)(2) Election Expenses - Other

Other Deductions

Credits: RE Rehab, Rental RE, Other Rental

Credits: Other

Foreign transactions: Country

Foreign transactions: Other transactions

Other items (line 20c)

Does Not Convert: Partners' Distributive Share Items

Passthrough Entity K-1 Information

Name of K-1 Entity

Address

Employer Identification Number

Balance Sheet (Assets) - Ending Amounts Only

Other Current Assets Other Investments Other Assets

Does Not Convert:

Buildings and other depreciable assets Less accumulated depreciation Intangible assets Less accumulated amortization Total assets

Total liabilities and capital

Balance Sheet (Liabilities and Capital) - Ending Amounts Only

Other Current Liabilities

Other Liabilities

Partners' capital accounts

Schedule M-1

Income on Sch. K Not Recorded on Books

Expenses Recorded on Books Not Included on Schedule K: Non-Deductible Expenses

Expenses Recorded on Books Not Included on Schedule K: Other

Income Recorded on Books Not Included on Schedule K: Tax-Exempt Income

Income Recorded on Books Not Included on Schedule K: Other Deductions on Sch. K Not Charged Against Book Income – Other

Schedule M-2

Ending Capital

Schedule M-3

Schedule M-3

Reportable Entity Partner: Name Reportable Entity Partner: EIN

Reportable Entity Partner: Ownership Percentage

Type of Income Statement Prepared

If Income Statement Was Prepared: If Partnership's Income Statement Has Been Restated for this income statement period, provide explanation and amount of each item restated

If Income Statement Was Prepared: If Partnership's Income Statement Has Been Restated for Any of the 5 Preceding

Income Statement Periods, Provide Explanation and Amounts of Each Item Restated Net Income (Loss) Reconciliation: Net Income or Loss of Other Foreign Disregard. Entities Net Income (Loss) Reconciliation: Net Income or Loss of Other U.S. Disregard. Entities

Income or Loss from Equity Method Foreign Corporations: Entity Name

Gross Foreign Dividends Not Previously Taxed: Dividend Payer

Subpart F, QEF, and Similar Income Inclusions: Entity Name

Gross Foreign Distributions Previously Taxed: Entity Name

Income or Loss from Equity Method U.S. Corporations: Entity Name

U.S. Dividends: Dividend Payer

Income or Loss from U.S. Partnerships

Income or Loss from Foreign Partnerships

Income or Loss from Other Pass-through Entities

Items Relating to Reportable Transactions

Worthless Stock Losses

Other Income/Loss Items With Differences

Research & Development Costs

Other Expense/Deduction Items With Differences

Prior Year Summary

Income

Deductions

Taxable Income

Tax Computation

Payments

Refund or Amount Due

Balance Sheet