

## Individual Items to Note (1040)

### Items to Note

During the conversion process, the following Form 1040 carryover information will NOT be converted to your 2012 ProSeries data files. To ensure your calculated carryover data is transferred to the 2013 ProSeries Tax program, please manually enter these items in your converted data files, if applicable.

- Suspended losses (Passive & Non-Passive) from Schedules: C, E, F, K-1 Par, K-1 Sco, K-1 Fid.
- Capital Loss Carryovers & Net Sections 1231 Loss carryovers.
- Penalty Calculation: 2012 Tax Liability & AGI
- NOL's
- Foreign Tax Credit Carryovers
- Business Use of Home Carryovers
- Adoption Credit Carryovers
- Charitable Contribution Carryovers
- All IRA basis carryover amounts
- State Tax Refund Carryovers
- All State related Carryover items
- Overpayment applied to 2013
- All General Business Credit Carryovers
- Form 8801 Carryover items
- Investment Interest Carryovers
- Installment Sale Information
- Any estimated tax payments made for 2013

**NOTES:** Be sure to pay close attention to the Depreciation area of the conversion. Also, please note that we were NOT able to convert the Prior Year Summary area, and we don't expect you to manually re-enter this information. (The conversion process is a one-year process, so you will have a Prior Year Summary in subsequent years, but not in the year of the conversion).

## Individual Converted Items (1040)

### Client Information

Resident State  
Filing Status  
Taxpayer & Spouse Information  
Dependency Status  
Blind Designation  
Phone Numbers – Home, Work, Daytime, Mobile  
Fax Number  
E-mail Address

### Dependents

Dependent Information  
Relationship  
Months Lived At Home  
Type (over 18 student, disabled, etc)  
Earned Income Credit (ineligible, student, disabled)  
Child Tax Credit

### Miscellaneous Information/Direct Deposit

Presidential Campaign  
Allow Preparer/IRS Discussion  
Designee – Name, Phone, and PIN  
Name of financial institution  
Amount of refund to apply to this account  
Routing Transit Number  
Depositor Account Number  
Type of Account  
Electronic payment of balance due

### Estimated Tax Payments

Overpayment applied  
Estimated tax payments (vouchers 1 – 4)

### Current Year Estimated Tax

Apply Overpayment to Next Year  
Estimate options

### Wages

Employer: Name, ID, Address  
Spouse  
Statutory employee  
Schedule C name/number if statutory employee  
Wages, tips, etc.  
Box 12 codes  
Retirement Plan  
Employee: Name, & Address  
State Name  
Employer's State ID Number  
Locality Name

### Interest

Name of Payer

## List of Converted Items: Drake to ProSeries

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Seller-Financed Mortgage: SSN, Address & Foreign Address  
Banks, savings and loans, credit unions, etc.  
Seller financed mortgage interest income

### **Dividends**

Name of Payer  
Total Ordinary Dividends  
Qualified Dividends (1b)

### **Pensions, IRAs**

Payer, ID, & Address  
Spouse  
Gross distribution  
Distribution code  
IRA/SEP/SIMPLE  
State name, ID & Locality  
Rollover to other than a Roth IRA  
Recipient: Name, Address & Foreign Address

### **Gambling Winnings and Losses**

Name of payer & Address  
Spouse  
Gross winnings  
State Name & ID  
Recipient Name, & Address

### **Miscellaneous Income**

Social Security Benefits (SSA-1099 box 5)  
Medicare premiums paid  
Tier 1 RR benefits  
Alimony Received  
Taxable scholarships and fellowships  
Income subject to self-employment tax

### **State Tax Refunds / Unemployment Compensation**

Name of Payer, ID, Phone No. & Address  
Spouse  
Total Received  
Payer's state identification number

### **Does Not Convert: State Refund Worksheet 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 (Sch. C)**

Principal business/profession & Business Code  
Employer ID Number  
Business Name & Address  
Foreign Address  
Accounting Method

## List of Converted Items: Drake to ProSeries

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Inventory Method  
1=Spouse, 2=Joint  
Schedule C-EZ: 1=When Applicable, 2=Suppress  
Gross Receipts and Sales  
Returns and Allowances  
Other Income  
Inventory at beginning of the year  
Purchases  
Cost of labor  
Materials and supplies  
Other cost  
Inventory at the end of the year  
Advertising  
Car and truck expenses  
Commissions  
Contract labor  
Employee benefit programs  
Insurance (other than health)  
Interest: mortgage - banks, etc. (1098)  
Interest: other  
Legal and professional  
Office expenses  
Pension and profit sharing plans: Contributions  
Rent or Lease: Vehicles, machinery, equipment  
Rent or Lease: Other  
Repairs  
Supplies  
Real estate taxes  
Travel  
Meals and entertainment in full  
Utilities  
Wages: Total wages  
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. This amount can be found on the General Information page within the Lacerte program.***

### **Dispositions (Schedule D, 4797, etc.)**

Description of Property  
Date Acquired  
Date Sold  
Prior Year Installment Sale: Gross Profit Ratio  
Prior Years' Payments  
Related Party: Name & Address  
Taxpayer ID Number  
Relationship to Taxpayer

### **Rental & Royalty Inc. (Sch. E)**

Description of property & Address  
Type of Property  
1=Spouse, 2=Joint  
Qualified joint venture  
Nonpassive activity

## List of Converted Items: Drake to ProSeries

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Real estate professional  
Rents or Royalties Received  
Advertising  
Auto and Travel  
Cleaning and maintenance  
Commissions  
Insurance [except PMI]  
Legal and professional fees  
Management fees  
Interest: Mortgage - banks, etc. (1098)  
Interest: Other  
Repairs  
Supplies  
Taxes: Real estate  
Utilities  
Other Expenses

### **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. This amount can be found on the General Information page within the Lacerte program.***

### **Farm Income (Sch. F/4835)**

Principal product  
Employer ID number  
Agricultural activity code  
Accounting Method  
1=Spouse, 2=Joint  
Did Not Materially participate (Sch F only)  
Real estate professional (4835 only)  
Cash Method: Sale of livestock and other resale items  
Cash Method: Cost or basis livestock or other resale items  
Cash Method: Sales of products raised  
Accrual Method: Sales of livestock, produce, etc.  
Accrual Method: Cost of livestock, etc purchased  
Accrual Method: Ending inventory of livestock, etc.  
Total & Taxable cooperative distributions  
Total & Taxable agricultural program payments  
Commodity credit loans reported under election  
Total & Taxable commodity credit loans forfeited or repaid  
Total & Taxable crop insurance proceeds received in current year  
Taxable crop insurance proceeds deferred from prior year  
Custom hire income  
Other income  
Car and truck expenses  
Chemicals  
Conservation Expenses: Current year  
Custom hire (machine work)  
Employee benefit programs  
Feed purchased  
Fertilizers and lime  
Freight and trucking  
Gasoline, fuel, oil  
Insurance (other than health)  
Interest: Mortgage - Banks, etc (1098)

## List of Converted Items: Drake to ProSeries

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Interest: Other  
Labor hired  
Pension and Profit Sharing Plans: Contributions  
Rent or Lease: Vehicles, machinery, equipment  
Rent or Lease: Other (land, animals, etc.)  
Repairs and maintenance  
Seeds and plants purchased  
Storage and warehousing  
Supplies purchased  
Taxes  
Utilities  
Veterinary, breeding, and medicine  
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. This amount can be found on the General Information page within the Lacerte program.***

### **Passthrough K-1's**

#### **Partnership Information**

Name of Partnership, Address & EIN  
Publicly traded partnership  
1=Spouse, 2=Joint  
Not a passive activity  
Actively participated in real estate  
Real estate professional  
Prior Year Unallowed Passive Losses: Ordinary or Rental Loss – Regular & AMT

### **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 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 of S corporation, Address & EIN  
1= Spouse, 2=Joint  
Not a passive activity  
Actively participated in real estate  
Real estate professional  
Prior Year Unallowed Passive Losses: Ordinary or Rental Loss – Regular & AMT

### **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.***

## List of Converted Items: Drake to ProSeries

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*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 or Trust Information

Name of estate or trust, EIN & Address

1=Spouse, 2=Joint

Not a passive activity

Actively participated in real estate

Real estate professional

### 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)

All taxpayer activities are within Gulf Opportunity Zone

Description of Property

Form

Activity Name or Number

Date Placed in Service

Gulf Opportunity Zone Asset

Special Depreciation Allowance

Cost or Basis

Current Section 179 Expense

Method

Life or Class Life (Recovery Period Automatic)

1=Half-Year, 2=Mid-Quarter (1st Year Automatic) \*

Amortization Code Section

Current Special Depreciation Allowance (-1 if None)

Current Depreciation (-1 if none)

Prior Section 179 Expense

Prior Special Depreciation Allowance

Prior Depreciation / Amortization

Salvage Value

AMT: Class Life (post-1986)

AMT: Prior Depreciation (MACRS only)

Book Depreciation: Method

Book Depreciation: Life or Class Life (Recovery Period Automatic)

Book Depreciation: Current Depreciation (-1 if none)

Book Depreciation: Prior Depreciation

Book Depreciation: Salvage Value

State Depreciation: Current Section 179 Expense

State Depreciation: Method

State Depreciation: Life or Class Life (Recovery Period Automatic)

State Depreciation: Current Special Depreciation Allowance (-1 if None)

State Depreciation: Current Depreciation (-1 if none)

State Depreciation: Prior Section 179 Expense

State Depreciation: Prior Special Depreciation Allowance

## List of Converted Items: Drake to ProSeries

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State Depreciation: Prior Depreciation / Amortization

State Depreciation: Salvage Value

Percentage of Business Use

1=IRS tables, 2=DB/SL Formula (MACRS 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

\* 1=half-year; 2=mid-qtr - The conversion defaults to half-year for all assets unless you use the override.

*Note: You should print the current year Drake Depreciation Schedules when reviewing the accuracy of the depreciation conversion.*

### **Adjustments to Income**

IRA Contributions

1=covered by employer plan, 2=not covered

Roth IRA Contributions

Basis in Roth contributions as of 12/31/12

Basis in Roth conversions as of 12/31/12

Total qualified student loan interest paid

Alimony – Recipients Name, SSN, & Amount Paid

Other Adjustments

### **Itemized Deductions**

Insurance Premiums

Long-Term Care Premiums

Medical Miles Driven

Other Medical

Real Estate Taxes: Principal Resident

Personal property taxes

Other Taxes

Home mortgage interest & points on Form 1098

Home mortgage interest not on Form 1098:

Payee Name, SSN/EIN, Address & Amount

Points not on Form 1098

Investment interest

Cash contributions (30% & 50%)

Noncash (50%)

Unreimbursed employee expenses

Other miscellaneous deductions (2% AGI)

### **Does Not Convert: Form 4952 Investment Interest 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 4952 and press enter. On Part III of this form is a line titled "Disallowed investment interest expense to be carried forward". You will need to enter the amount of expense suspended 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.*

### **Does Not Convert: Contribution Carryovers**

*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**

Form & Activity Name/Number

Business use area and Total Area of Home

Total hours facility used and Total Hours Available

## List of Converted Items: Drake to ProSeries

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### Indirect Expenses & Direct Expenses

- Mortgage Interest
- Real Estate Taxes
- Casualty Losses
- Insurance
- Rent
- Repairs and Maintenance
- Utilities
- Excess Mortgage Interest
- Other 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
- Spouse
- Qualified performing artist
- Fee-basis government official
- Meal and entertainment expenses in full
- DOT meals subject to 80¢ limit
- Travel expenses while away from home overnight
- Other business expenses

### **Foreign Income Exclusion (2555)**

- Spouse
- Taxpayer or Spouse - Address
- Employer – Name, Address US and/or Foreign
- Type
- Enter last year (After '81) Form 2555 was filed
- Type of exclusion revoked
- Tax year revocation was effective
- Country of citizenship (if not U.S.)
- Tax home(s) during tax year
- Date tax home(s) were established
- Travel - Date Arrived, Date Left, Days in US on Business and Income Earned in US
- Beginning & Ending date for bona fide residence
- Living quarters in foreign country
- Relationship (if applicable) (Family Living Abroad)
- Period family living abroad (if applicable)
- Submitted statement of non-residency to country where claiming bona fide residence
- Required to pay income tax to country of bona fide residence
- Contractual terms relating to length of employment abroad
- Type of visa you entered foreign country under
- Address of home in U.S. maintained while living abroad
- Names of occupants in U.S. home (if applicable)
- Relationship (of occupants in U.S. home)
- Physical Presence Test - Beginning date & Ending date
- Principal country of employment
- Home (lodging)
- Meals
- Car
- Other properties/facilities
- Cost of living & overseas differential

## List of Converted Items: Drake to ProSeries

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Family  
Education  
Home leave  
Other purposes  
Other foreign income

### **Dependent Care Credit (2441)**

Persons Qualifying for Dep Care Credit – Name & SSN, Expenses  
Organization/Person Providing Care – SSN/EIN, Name, Address, Amount Paid

### **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)**

Resident of (name of country)  
Name of foreign country  
Category of 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.*

### **Mortgage Interest Credit (8396)**

Address  
Certificate credit rate  
2009, 2010 & 2011 Mortgage interest credit carryover

### **Adoption Credit (8839)**

Name, ID, and Date of Birth  
Born before 1994 and was disabled  
Special needs child

### **EIC, Residential Energy, Other Credits**

Minimum Tax Credit (8801): 2nd prior year Form 8801, lines 18 and 20  
Minimum Tax Credit (8801): Prior year Form 8801, lines 18 and 20  
Minimum Tax Credit (8801): Prior year Form 8801, line 57  
First-time Homebuyer Credit (5405) – Date Acquired

### **Household Employment Taxes (Schedule H)**

*NOTE: Only one copy will convert*

Employer identification number  
Paid any one employee cash wages of \$1,800 or more  
Withheld federal income tax for household employee  
Total cash wages subject to Social Security taxes  
Total cash wages subject to Medicare taxes  
Federal income tax withheld  
Paid Total cash Wages of \$1,000 or More in Any Calendar Quarter of 2nd Preceding Year or Prior Year

### **Certain Children Under 18 (8615)**

Parent's Name and SSN

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

Child's Name and SSN

## List of Converted Items: Drake to ProSeries

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Interest Income  
Total municipal bonds  
Nominee distribution  
Accrued interest  
OID adjustment  
ABP adjustment  
Total ordinary dividends  
Total capital gain distributions

### **Other Taxes**

Exempt and Filed Form 4029

### **Does Not Convert: Amounts for a Two Year Comparison**

*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 TWO and press enter. This will take you to the Two Year Comparison page. Within the current tax year column, you will want to enter the amounts that were filed from the most recent Form 1040. These amounts will then transfer to the next year's program to allow for an accurate two year comparison. These amounts can be found on the Form 1040 within the Drake program.*

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## Partnership Converted Items (1065)

### **Client Information**

Partnership Information: Name, DBA, Fed ID, Address & Phone  
Fiscal Year End  
Date Business Began  
Business Code & Activity  
Product or Service  
Accounting Method  
Type of Entity

### **Misc. Information**

Type of Entity if "Other"  
Allow Preparer / IRS Discussion

### **Other Information (Schedule B)**

Partnership is a Publicly Traded Partnership  
Partnership 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

### **Partner Information**

Partner Name, ID Number, Address & Phone  
Type of Entity  
General Partner or LLC Manager  
Foreign Partner

### **Partner Percentages**

Partner Name  
End of Year: Profit Sharing  
End of Year: Loss Sharing  
End of Year: Ownership of Capital

### **Income**

## List of Converted Items: Drake to ProSeries

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Other Income

### **Cost of Goods Sold**

Additional Section 263A Costs

Other Cost

Ending Inventory

Inventory Method

Rules of Section 263a Apply

### **Farm Income (Schedule F / Form 4835)**

Principal Product

Agricultural Activity Code

Accounting Method

Actively participated

Accrual Method: Ending Inventory of Livestock, Etc.

Other Income

### **Deductions**

Other Deductions

### **Depreciation (4562)**

Description of Property

Form

Activity Name or Number (e.g., 3=3rd rental)

Date Placed in Service

Gulf Opportunity Zone Asset: 1=Yes, 2=No

Cost or Basis

Current Section 179 Expense

Method

Life or Class Life (Recovery Period Automatic)

1=Half-Year, 2=Mid-Quarter (1st Year Automatic)

Amortization Code Section

Current Special Depreciation Allowance (-1 if None)

Current Depreciation (-1 if none)

Prior Section 179 Expense

Prior Special Depreciation Allowance

Prior Depreciation / Amortization

Salvage Value

State Depreciation: Current Section 179 Expense

State Depreciation: Method

State Depreciation: Life or Class Life (Recovery Period Automatic)

State Depreciation: Current Special Depreciation Allowance (-1 if None)

State Depreciation: Current Depreciation (-1 if none)

State Depreciation: Prior Depreciation / Amortization

State Depreciation: Prior Section 179 Expense

State Depreciation: Prior Special Depreciation Allowance

State Depreciation: Salvage Value

Book Depreciation: Method

Book Depreciation: Life or Class Life (Recovery Period Automatic)

Book Depreciation: Current Depreciation (-1 if none)

Book Depreciation: Prior Depreciation

Book Depreciation: Salvage Value

Date Sold or Disposed of

Sales Price (-1 if None)

Expenses of Sale

Note: You should print the 2012 Drake Depreciation Schedules when reviewing the accuracy of the Depreciation Conversion.

## List of Converted Items: Drake to ProSeries

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### **Rental Real Estate Activities (Form 8825)**

Kind of Property & Address  
Type of Property  
Other Expenses

### **Dispositions (Schedule D, 4797, etc.)**

Description of Property  
Date Acquired & Date Sold  
Prior Year Installment Sale: Prior Years' Payments  
Like-kind Property Received: Description  
Like-kind Property Received: Date Property Identified & Received  
Related Party: Name of Related Party, Address & ID Number  
Relationship to Taxpayer

### **Low-Income Housing Credit (8609)**

Address of Building  
Partnership Does Not Have Form 8609  
Building Qualified as Part of Low-Income Housing Project: 1=Yes, 2=No  
Maximum Housing Credit Available from Form 8609, Part I, Line 1b

### **Other Schedule K Items**

Other Income (Loss)  
Section 59(e)(2) expenditures  
Other Deductions  
Rental Real Estate Credits  
Other Rental Credits  
Other Credits  
Name of Foreign Country or U.S. Possession  
Other Foreign Transactions  
Other Regular & AMT Items

### **Does Not Cover: Section 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 and with your mouse, choose form "Form 4562: 179". At the very bottom of the Part I is a line that the 179 carryover is calculated. For this field, press Ctrl + D to override and type in the amount that needs to transfer to next year's program. This amount can be found on the Form 4562 Part I within the Drake program.*

### **Passthrough Entity K-1 Information**

Name of K-1 Entity, EIN, Address

### **Balance Sheet (Assets)-Ending Amounts**

Cash  
Trade Notes and Accounts Receivable  
Less Allowance for Bad Debts  
Inventories, if Different From Screen 10  
U.S. Government Obligations  
Tax-Exempt Securities  
Other Current Assets (from SCH2)  
Loans to Partners  
Mortgage and Real Estate Loans  
Other Investments (from SCH2)  
Buildings and Other Depreciable Assets  
Less Accumulated Depreciation  
Depletable Assets  
Less Accumulated Depletion  
Land (Net of Any Amortization)  
Intangible Assets

## List of Converted Items: Drake to ProSeries

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Less Accumulated Amortization  
Other Assets (from SCH2)

### **Balance Sheet (Liabilities And Capital)-Ending Amounts**

Accounts Payable  
Mortgages, Notes, Bonds, Payable - Current Year  
Other Current Liabilities (from SCH2)  
All Nonrecourse Loans  
Mortgages, Notes, Bonds, Payable - Long-Term  
Other Liabilities (from SCH2)

### **Schedule M-1**

Income on Sch. K Not Recorded on Books  
Expenses on Books Not on Sch. K: Other  
Income on Books Not on Sch. K: Other  
Deductions on Sch. K Not Charged Against Book Inc: Other

### **Schedule M-2 (Capital Account)**

Other Increases  
Other Decreases

### **Schedule M-3**

Reportable Entity Partner  
SSN/EIN  
Ownership Percentage  
Type of income statement prepared  
Accounting standard used  
Other necessary reconciliation adjustments  
Items Relating to Reportable Transactions (from SCH3)  
Worthless Stock Losses (from SCH3)  
Other income/loss with differences (from SCH3)

### **Schedule K-1 Miscellaneous Information**

Final K-1: 1=Yes, 2=No

### **Does Not Cover: Amounts for a Two Year Comparison**

*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 TWO and press enter. This will take you to the Two Year Comparison page. Within the current tax year column, you will want to enter the amounts that were filed from the most recent Form 1040. These amounts will then transfer to the next year's program to allow for an accurate two year comparison. These amounts can be found on the Form 1065 within the Drake program.*

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## Corporation Converted Items (1120)

### **Client Information**

Corporation Name, DBA, Federal ID Number & Address  
Telephone Number  
Date Incorporated  
Fiscal Year Ends  
Business Code  
Business Activity  
Product or Service  
Accounting Method  
Number of Shareholders

## List of Converted Items: Drake to ProSeries

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### **Officer Information**

Officer Name, Address, SSN, & Title  
% of time devoted to business  
% of common stock owned  
% of preferred stock owned

### **Miscellaneous/Other Information**

Allow Preparer/IRS Discussion  
Qualified personal service corporation  
Nonqualified personal service corporation  
Consolidated return  
Percentage owned by foreign person  
Foreign owner's country  
Parent Name & ID Number  
Name of Bank  
Direct deposit of refund  
Routing Number & Depositor Account Number  
Type of Account: 1=Checking, 2=Savings

### **Invoice, Letter, Filing Instructions**

Salutation

### **20% or 50% Direct/Indirect Owners**

Name, Address, Federal ID Number  
Country of citizenship/organization  
% of common stock owned

### **20% or 50% Direct/Indirect Owned Entities**

Name  
Federal Identification Number  
Country of incorporation/organization

### **Controlled Groups (Schedule O)**

Type of controlled group  
Name & ID number

### **Estimated Tax**

Overpayment Applied from Prior Year  
Current Year Estimated Payments  
Credit to Next Year  
Rounding

### **Penalties and Interest**

Large Corporation  
Optional annualized methods

### **Income**

Other income

### **Cost of Goods Sold1125-A**

Additional Section 263A Costs  
Other Costs  
Ending Inventory  
Rules of Section 263A Apply

### **Dispositions (Miscellaneous)**

Capital Loss Carryover: Prior 5 Years

## List of Converted Items: Drake to ProSeries

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### **Dispositions (Schedule D, 4797, etc.)**

Description of Property  
Date Acquired & Date Sold  
Prior Year Installment Sale: Prior Years' Payments  
Ordinary Income (-1 if None, Triggers 4797)  
Like-kind Property Received: Description  
Like-kind Property Received: Date Property Identified & Received  
Related Party: Name, Address, & Relationship  
Marketable Security

### **Inconsistent Treatment or AAR Form (8082)**

Name of K-1 entity  
Employer identification number

### **Does Not Convert: 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.***

### **Deductions**

Other Deductions

### **Depreciation (4562) Misc/Short Year**

Description of Property  
Form  
Activity Name or Number (e.g., 3=3rd rental)  
Date Placed in Service  
Cost or Basis  
Current Section 179 Expense  
Method  
Gulf Opportunity Zone Asset 1=yes 2=no  
Special Depreciation Allowance 1=yes 2=no  
Life or Class Life (Recovery Period Automatic)  
1=Half-Year, 2=Mid-Quarter (1st Year Automatic)  
Amortization Code Section  
Current Special Depreciation Allowance (-1 if None)  
Current Depreciation (-1 if none)  
Prior Section 179 Expense  
Prior Special Depreciation Allowance  
Prior Depreciation / Amortization  
Salvage Value  
AMT: Class Life (post-1986)  
AMT: Prior Depreciation (MACRS only)  
State Depreciation: Current Section 179 Expense  
State Depreciation: Method  
State Depreciation: Life or Class Life (Recovery Period Automatic)  
State Depreciation: Current Special Depreciation Allowance (-1 if None)  
State Depreciation: Current Depreciation (-1 if none)  
State Depreciation: Prior Section 179 Expense  
State Depreciation: Prior Special Depreciation Allowance  
State Depreciation: Prior Depreciation / Amortization  
State Depreciation: Salvage Value  
Book Depreciation: Method  
Book Depreciation: Life or Class Life (Recovery Period Automatic)  
Book Depreciation: Current Depreciation (-1 if none)  
Book Depreciation: Prior Depreciation  
Book Depreciation: Salvage Value

## List of Converted Items: Drake to ProSeries

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1=DB to SL if Greater (Nonrecovery Property Only)

Percentage of Business Use

Date Sold or Disposed of

Sales Price (-1 if None)

Expenses of Sale

*Note: You should print the current year Drake Depreciation Schedules when reviewing the accuracy of the Depreciation Conversion.*

### **Regular and AMT Net Operating Loss Deduction**

Regular NOL Carryovers: Net Operating Loss

### **Contribution Carryovers**

Contribution Carryovers: Regular Carryovers

### **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.*

### **Does Not Convert: 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.*

### **Schedule PH**

Amounts Excluded Under Section 543(a)(1)(A), 543(a)(1)(B)

Less Adjustments Described in Section 543(b)(2)(A)

War Profits and Excess Profits Taxes not Deducted

### **Balance Sheet (Assets)-Ending Amounts**

Cash

Accounts Receivable

Less Allowance for Bad Debts

Inventories, if Different from Screen 14

U.S. Government Obligations

Tax-Exempt Securities

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**

Accounts Payable

Mortgages, Notes Payable-Current Year

Other Current Liabilities

Loans from Shareholders

Mortgages, Notes Payable-Long-Term

Other Liabilities

Preferred Stock

Common Stock

## List of Converted Items: Drake to ProSeries

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Additional Paid-in Capital  
Retained Earnings: Appropriated  
Retained Earnings: Unappropriated  
Less Cost of Treasury Stock

### **Schedule M-1**

Income Subject to Tax not Recorded on Books  
Expenses on Books not Included on This Return: Other  
Income on Books not Included on This Return: Other  
Deductions not Charged Against Book Income: Other

### **Schedule M-2**

Other Increases  
Other Decreases

### **Schedule M-3**

Any of Corporation's Voting Common Stock is Publicly Traded  
Symbol of primary U.S. publicly traded voting common stock  
Stock's CUSIP number  
Items Relating to Reportable Transactions  
Worthless Stock Transactions (Sch 3)  
Other Income / Loss Items with Differences (Sch 3)  
Section 118 exclusion  
Other expense/deduction items with differences

### **Homeowner's Association (1120-H)**

Type of association

### **Does Not Cover: Amounts for a Two Year Comparison**

*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 TWO and press enter. This will take you to the Two Year Comparison page. Within the current tax year column, you will want to enter the amounts that were filed from the most recent Form 1120. These amounts will then transfer to the next year's program to allow for an accurate two year comparison. These amounts can be found on the Form 1120 within the Drake program.*

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## S Corporation Converted Items (1120S)

### **Client Information**

S Corporation Name & DBA  
Federal Identification Number  
Address & Telephone Number  
Fiscal Year End  
Date Incorporated  
Date of Election of SCorp  
Business Code  
Business Activity  
Product or Service  
Accounting Method

### **Misc. Info., Other Info., Amended Return, Schedule N**

Allow Preparer Discussion  
Issued OID Debt Instruments  
Direct Deposit of Refund  
Name of Bank  
Routing Number & Depositor Account Number  
Type of Account

## List of Converted Items: Drake to ProSeries

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### **Invoice, Letters, Filing Instructions**

Client Letter Salutation

### **Shareholder Information**

Shareholder Name, ID number, Address

Resident State

### **Stock Ownership**

Shareholder Name

Number of Shares Owned at Year End

% of Stock Owned at Year End

### **Estimates**

Overpayment Applied From Prior Year

### **Penalties and Interest**

Prior Year Excess Net Passive Income Tax

### **Income**

Other Income

### **Cost of Goods Sold (Schedule A)**

Additional Section 263A Costs

Other Costs

Ending Inventory

Inventory Method

Rules of Section 263A Apply

### **Deductions**

Other Deductions

### **Depreciation (4562)**

Description of Property

Form

Activity Name or Number (e.g., 3=3rd rental)

Date Placed in Service

Cost or Basis

Current Section 179 Expense

Method

Life or Class Life (Recovery Period Automatic)

1=Half-Year, 2=Mid-Quarter (1st Year Automatic)

Amortization Code Section

Current Special Depreciation Allowance

Current Depreciation

Prior Section 179 Expense

Prior Special Depreciation Allowance

Prior Depreciation / Amortization

Salvage Value

AMT: Class Life (post-1986)

AMT: Prior Depreciation (MACRS only)

State Depreciation: Current Section 179 Expense

State Depreciation: Method

State Depreciation: Life or Class Life

State Depreciation: Current Special Depreciation Allowance

State Depreciation: Current Depreciation

State Depreciation: Prior Section 179 Expense

State Depreciation: Prior Special Depreciation Allowance

## List of Converted Items: Drake to ProSeries

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State Depreciation: Prior Depreciation / Amortization  
State Depreciation: Salvage Value  
Book Depreciation: Method  
Book Depreciation: Life or Class Life (Recovery Period Automatic)  
Book Depreciation: Current Depreciation  
Book Depreciation: Prior Depreciation  
Book Depreciation: Salvage Value  
Percentage of Business Use  
Date Sold or Disposed of  
Sales Price  
Expenses of Sale

*Note: You should print the current year Drake Depreciation Schedules when reviewing the accuracy of the Depreciation Conversion.*

### **Farm Income/Expenses (Schedule F)**

Other Income  
Other Expenses

### **Schedule K Income and Deductions**

Other Income (Loss)  
Section 59(e)(2) Election Expenses  
Other Deductions

### **Does Not Cover: 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. This amount can be found on Form 4562 page within the Drake program.*

### **Rental Real Estate (8825)**

Type of Property  
Property Address  
Other Expenses

### **Dispositions (Schedule D, 4797, etc.)**

Description of Property  
Date Acquired  
Date Sold  
Prior Year Installment Sale: Prior Years' Payments  
Like-kind Property Received: Description  
Like-kind Property Received: Date Property Identified & Date Received  
Related Party: Name & Address  
Taxpayer ID Number  
Relationship to Taxpayer  
Marketable Security

### **Noncash Contributions (8283)**

Donee: Organization Name, Address, & ID Number

### **Credits (Schedule K)**

Rental Real Estate Credits  
Other Rental Credits  
Other Credits

### **Fuels Credit (6478)**

IRS Registration #

### **Schedule A (8609) / LIH Recapture (8611)**

## List of Converted Items: Drake to ProSeries

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Building: Address & ID Number (BIN)

S Corporation Does Not Have Form 8609

Building Qualified as Low-Income Housing Project and Met Section 49 Requirements: 1=Yes, 2=No

Decrease in Building's Qualified Basis for This Tax Year

Eligible Basis from Form 8609, Part II

Low-Income Portion (Line 2)

### **Other Schedule K Items**

Foreign Country

Foreign Gross Income Sourced at Corporate Level: Listed Categories

Deductions Allocated and Apportioned at Corporate Level: Listed Categories

Reduction in Taxes Available for Credit and Gross Income

Other Foreign Transactions

Other AMT Items

### **Balance Sheet (Assets)-Ending Amounts**

Cash

Accounts Receivable

Less Allowance for Bad Debts

Inventories, if Different

U.S. Government Obligations

Tax-Exempt Securities

Other Current Assets

Loans to Shareholders

Other Investments

Other assets

Mortgage and real estate loans

Buildings and other depreciable assets

Less accumulated depreciation

Land

Intangible assets

Less accumulated amortization

### **Balance Sheet (Liabilities and Equity)-Ending Amounts**

Accounts payable

Mortgages, notes payable-current year

Other current liabilities

Loans from shareholders

Mortgages, notes payable-long term

Other liabilities

Adjustments to shareholder's equity

Capital stocks

Additional paid in capital

Total retained earnings

Less cost of treasury stocks

### **Schedule M-3**

Type of income Statement prepared

Accounting standard used

### **Does Not Cover: Amounts for a Two Year Comparison**

*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 TWO and press enter. This will take you to the Two Year Comparison page. Within the current tax year column, you will want to enter the amounts that were filed from the most recent Form 1120S. These amounts will then transfer to the next year's program to allow for an accurate two year comparison. These amounts can be found on the Form 1120S within the Drake program.*

## List of Converted Items: Drake to ProSeries

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