



Est. 1992

THINGS TO BRING CHECKLIST

New Corporate Clients 1120/1120S Tax Checklist

CORPORATION NAME: _____

1. Corporate Books/Charter/Annual Report
2. Financial Statements Prior to Padgett Business Services
3. Last Year's 1120/1120S Tax Return & State Tax Return (if filed)
4. Fixed Asset Purchases/Disposals/Depreciation Worksheets
5. Last Year's 1120/1120S Depreciation Schedule
6. Prior Year Tangible Personal Property Return (DR-405)
7. Notes to Banks, etc.; Prior Year's Statement(s)
8. Notes to Others, Excluding Shareholders/Officers
9. Year's Beginning Balance – Inventory
10. Year's Ending Balance – Inventory
11. Year's Beginning Balance – Cash
12. Year's Ending Balance – Cash
13. Estimated Tax Payments: Jan 15, Apr 15, Jul 15, Oct 15
14. Loans/Contributions from Shareholders/Officers
15. Loan Repayments to Shareholders/Officers
16. Shareholders/Officers Prior Years' 1040 Return
17. Other Information: _____
