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2023 Year-End Tax Planning Sign Up Form

Contact information

Name	_____	Phone	_____
Address	_____	Work	_____
	_____	Cell	_____
E-mail	_____	Fax	_____

I am a Quarterly Tax Monitoring Client – The Year-End Planning will be done at no additional cost.

The cost of \$700.00 is due at the time you sign up. Please follow the link to pay online

[HTTP://simplepay.basyspro.net/start.aspx?aid=6644&Skey=taryle](http://simplepay.basyspro.net/start.aspx?aid=6644&Skey=taryle)

When Complete please upload this plus requested documents to your portal <https://tacpas.securefilepro.com/>

Once we have received your information we will contact you to schedule your call.

If you do not have a portal or have any questions please contact our office at 480 948-9510 M-F 9:00 - 3:30 Pacific time or email contact@tacpas.com

Year-End Tax Planning Information Check List

Included N/A Same as
last year

- Year to Date pay stubs

- Summary of interest and dividends (see attached)

- Summary of stocks and securities sales (see attached)

- Summary of sole proprietor and S corporation income (see attached)

- IRA or pension distributions amount _____
 rollover? Y_____ N_____

- Summary of rental real estate (see attached)

- Stock options (please provide detail)

- Other income, including K-1s from investments
 (please provide detail)

- Change in itemized deduction from last year (see attached)
 How much did you invest in oil and gas this year _____

- Did you sell your home? _____ If yes, what was the profit? _____
 How long did you live there? _____



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Did you have any cancelation of debt? _____ If yes, complete attached
Cancelation of Debt worksheet.

Did you have any investments that became worthless _____ If yes please
provide details also include if the loss was due to criminal activity (i.e. Ponzi
scheme)

Did you file for bankruptcy? _____

Summary of Interest and Dividends

Received From	Amount	(I) interest or (D)dividend
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____



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Summary of Sole Proprietor or S Corporation Income

Please use a separate sheet for each business

Please send a current copy of QuickBooks or complete below

If sending QuickBooks, what date is your data current through? _____

What is the user name and password (if any) _____

Is this an S Corporation? _____

Whose business is it yours, your spouses or both? _____

How much did you pay for you and your family's health insurance? _____

Income _____

Is this income projected to the end of the year? _____

If not, what date is this income through? _____

Expenses

Fixed asset purchases
(Equipment, computers, autos, furniture, etc) _____

Meals and entertainment _____

Startup Costs _____

Organizational Costs
(LLC set up fees) _____

All other expenses _____

Are these expense projected to the end of the year? _____

If not, what additional expenses do you expect (please list)



Note for S Corporations also complete Personal Use of Auto worksheet if you had a corporate vehicle.

Summary of rental real estate

Please use a separate sheet for each property

Property Location _____

Type of Property _____

Did you acquire this property this year _____
If yes please include a copy of you closing statement (HUD-1)

Did you or will you sell this property this year _____
If yes please include a copy of you closing statement (HUD-1)

Please send current copy of QuickBooks or complete below
If sending QuickBooks what date is your data current through? _____

(Please project the following to the end of the year)
Rental and Other Income _____

Expenses

Fixed asset purchases (equipment, autos, furniture, etc) _____

Meals and entertainment _____

Organizational Costs
(LLC set up fees) _____

All other expenses _____

Short Sale or Foreclosure (complete if applicable)

Date of short sale or foreclosure _____

Mortgage Balance just before 1st _____

2nd _____

Short sale price or if foreclosure fair market value _____



Insolvency Worksheet

Part I. Total liabilities immediately before the cancellation (do not include the same liability in more than one category)	
Amount Owed - Liabilities (debts) Immediately Before the Cancellation	
1. Credit card debt	
2. Mortgage(s) on real property (including first and second mortgages and home equity loans) (mortgage(s) can be on personal residence, any additional residence, or property held for investment or used in a trade or business)	
3. Car and other vehicle loans	
4. Medical bills	
5. Student loans	
6. Accrued or past-due mortgage interest	
7. Accrued or past-due real estate taxes	
8. Accrued or past-due utilities (water, gas, electric)	
9. Accrued or past-due child care costs	
10. Federal or state income taxes remaining due (for prior tax years)	
11. Loans owed to IRA accounts, 401(k) accounts, and other retirement plans	
12. Loans against life insurance policies	
13. Judgments	
14. Business debts (including those owed as a sole proprietor or partner)	
15. Margin debt on stocks and other debt to purchase or secured by investment assets other than real property	
16. Other liabilities (debts) not included above	
17. Total liabilities immediately before the cancellation. Add lines 1 through 16.	
Part II. Fair market value (FMV) of assets owned immediately before the cancellation (do not include the FMV of the same asset in more than one category)	
Assets FMV Immediately Before the Cancellation	
18. Cash and bank account balances	
19. Residences (including the value of land) (can be personal residence, any additional residence, or property held for investment or used in a trade or business)	
20. Cars and other vehicles	
21. Computers	
22. Household goods and furnishings (for example, appliances, electronics, furniture, etc.)	
23. Tools	
24. Jewelry	
25. Clothing	
26. Books	
27. Stocks and bonds	
28. Investments in coins, stamps, paintings, or other collectibles	
29. Firearms, sports, photographic, and other hobby equipment	
30. Interest in retirement accounts (IRA accounts, 401(k) accounts, and other retirement accounts)	
31. Interest in a pension plan	
32. Interest in education accounts	
33. Cash value of life insurance	



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34. Security deposits with landlords, utilities, and others	
35. Interests in partnerships	
36. Value of investment in a business	
37. Other investments (for example, annuity contracts, guaranteed investment contracts, mutual funds, commodity accounts, interest in hedge funds, and options)	
38. Other assets not included above	
39. FMV of total assets immediately before the cancellation. Add lines 18 through 38.	
Part III. Insolvency	
40. Amount of Insolvency. Subtract line 39 from line 17. If zero or less, you are not insolvent.	