

## What I Need To File 1120S - S Corporation Return

Completed	<b>📄 Basic Info</b>
<input type="checkbox"/>	Determine business return type for filing as registered with the IRS (Form 1065, 1120, or 1120S). If unsure, contact the IRS Business help line at 1-800-829-4933
<input type="checkbox"/>	Employer Identification Number (EIN) as registered with the IRS. If you don't have an EIN, apply online at <a href="https://www.irs.gov">IRS.gov</a>
<input type="checkbox"/>	List of states and state ID numbers in which your business has nexus or a presence that requires reporting
<input type="checkbox"/>	Copy of articles of incorporation or bylaws including any amendments
<input type="checkbox"/>	Copy of IRS acceptance letter of S election or previously filed Form 2553
<input type="checkbox"/>	Last year's federal, state, and local tax returns
<input type="checkbox"/>	All amounts and dates for federal, state, and local estimated tax payments made
Completed	<b>👤 Shareholder Info</b>
<input type="checkbox"/>	Name, address, and SSN/EIN of each shareholder during the tax year
<input type="checkbox"/>	List of each shareholder's stock ownership
<input type="checkbox"/>	Reports for all shareholder's capital contributions, withdrawals, or loans
<input type="checkbox"/>	Reports for all shareholder's compensation and benefits including cost of medical and life insurance
<input type="checkbox"/>	Reports detailing any change in ownership during the tax year
Completed	<b>📄 Documents Received</b>
<input type="checkbox"/>	All Forms 1099-B, 1099-DIV, 1099-INT, 1099-K, or 1099-MISC received (or other records for dividends, interest, or business income)
<input type="checkbox"/>	Schedule K-1 received from entities that your business owns (lower tier entities)
<input type="checkbox"/>	All granted credit certificates issued by federal or state taxing authorities



## RTS Tax Pro

*Reliable. Affordable. Quick Refund.*

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### **Business and Financial Records**

- Trial balance report from company books. TaxAct's Accounting Records import helps reduce time and errors by automatically transferring accounting records for the tax year via .csv import (compatible with most popular accounting applications)
- Bank and credit card records to support interest and other day-to-day business expenses
- Copy or summary of all Form 1099 and W-2 issued
- Reports detailing all federal unemployment, Social Security, and Medicare tax paid (Forms 940 & 941)
- Reports of state and local payroll tax paid
- If business was conducted in multiple states, compile a report of sales, payroll, and property values for each state
- Reports for inventory including cost of goods or materials purchased for resale or manufacture and the total value of goods or materials at the end of year

Completed

### **Asset Records**

- Prior year depreciation schedules detailing asset cost, date placed in service, prior depreciation, and business use percentage
- Date of purchase, cost, trade-in allowance, and business use percentage for all assets acquired during the tax year
- Date of purchase, cost, sales proceeds, trade-in allowance, expenses of the sale, and accumulated depreciation for all assets disposed of during the tax year
- Mileage log for each owned or leased vehicle (business use and total use)
- Reports for business use percentage and actual expenses for each owned vehicle (gas and maintenance costs)

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