

1120F Corporation Worksheet

Your corporate income tax returns are due on _____. In order to meet this filing deadline, your completed tax organizer needs to be received no later than _____. Any information received after this date may require an extension to be filed for this return.

If an extension of time is required, any tax that may be due must be paid with the extension. Any taxes not paid by the filing deadline may be subject to late payment penalties and interest when those taxes are actually paid.

Notes:

- 1 This is a basic worksheet, we may need more accounting/information in order to complete your coporation tax return. Add or remove items as necessary.
- 2 Please have your bookkeeping and accounting completed prior to your appointment.
- 3 You will need to have your minutes, meetings and resolutions updated every year in order to stay with compliance with the IRS.

Information checklist

- Copy of prior 2 year's tax return (new clients only)
- copies of cororate documents such as articles of incorporatin and bylaws
- copies of correspondence with tax authorities regarding changes to prior year(s) return
- Financial Statements (Profit & Losss Statement, Balance sheet)
- General ledger and list of journal entries (or data backups of QuickBooks)
- Check Registers
- Bank statements and reconciliations
- Aging reports for receivables and payables
- List of assets purchased/sold/disposed of during tax year (include bill of purchase/sale)
- Depreciation schedules
- payroll summary (include copy of W-2 statement)
- Any changes in ownership or capital structure
- payment schedule of loans to/from shareholders, officers and related parties
- sales tax return
- Federal, state and local taxes paid

Company Information:

1	Name of Corporation	
2	Business Address	
3	Country of Incorporation	
4	Date Incorporated	
5	US Employer ID (if any)	
6	State tax ID (if any)	

Contact Information:

7	Contact Person's Name & Title	
8	Phone Number	
9	Alternative Number	
10	Email	

Registered Agent in the state as required by state law

11	name	
12	address	
13	telephone	
14	email	

Other questions

15	Has the company obtained authorization to transact business in that state?	yes	no	
16	Has the company filed all required state corporate annual reports?	yes	no	
17	Has a U.S. tax return even been filed for the corporation?	yes	no	
	if "YES", latest year filed			
Please attach a copy of the latest return (unless it was prepared by us)				
18	Did the corporation have have an office or other fixed place of business in the U.S during the year?	yes	No	
19	Did the corporation have a permanent establishment in the U.S.?	yes	No	
20	Did the corporation have any employees in the US during the year?	yes	No	
21	Did the corporation have any independent or dependent agents in the U.S. during the year?	yes	No	

22	Was the corporation engaged in a trade or business in the U.S. during the year?			yes		No	
	Please describe the exact business activity the corporation had with /or within U.S. during tax year.						
23	Did the corporation have any U.S. income during the year?			yes		No	
24	Did you receive any other income from U.S. sources?			yes		No	
25	Did the corporation have any FDAP (not ECI) U.S. income during the year?			yes		No	
26	Did the corporation own any U.S. real estate during the year used as a shareholder residence?			yes		No	
27	Did the corporation have any U.S. real estate rental income during the year?			yes		No	
28	Did the corporation sell any U.S. real estate during the year?			yes		No	
29	Did the company have any transactions with related parties?			yes		No	
	a.	rent paid between the U.S. activity and a shareholder or family or member of a shareholder					
	b.	loans or interest advanced or paid between the U.S. activity and a shareholder or family member of a shareholder					
	c.	business transactions with a shareholder or family member of a shareholder					
30	During the year did the corporation incur any interest expense anywhere in the world?			yes		No	
	If yes, please provide the following for the year:						
	a.	Interest expense:					
		worldwide					
		portion incurred in US activity					
	b.	For the portion of interest incurred in the U.S. activity:					
		Name of payee					
		Country where payee is located					
	c.	Was any non-U.S. debt payable in US dollars:					
		Average interest rate:	in the U.S.		in the home country		
31	Did the corporation pay any U.S. federal or State corporate income taxes?			yes		No	
	If "Yes", please provide details including date paid.						
32	Did the corporation own directly or indirectly 50% or more of the voting stock of any U.S. corporation?			yes		No	
33	Did any individual, (or corporation, partnership, trust or association) own directly or indirectly						
		25% or more of the corporation's stock or equity at any time during the tax year?			yes		No
	1	name	address		% owned	any change	
	2						
	3						
	4						
34	Is the company's income subject to tax in a country other than the U.S.?			yes		No	
	If "Yes" provide details						