

Checklist

Organization Name:

EIN:

Checklist

This checklist is provided to help gather necessary information to prepare the 2024 income tax return. Return this list, along with the supporting documentation, to our office and let us know of any significant changes from the 2023 tax year.

Accounting Information

- [] Bank statements associated with unrelated business income from an unrelated trade or business
- [] Copy of tax returns from prior three years
- [] Depreciation schedule from prior years
- [] List of assets purchased or newly placed in service during the tax year (provide description, date acquired, purchase price, and any trade-in allowance)
- [] List of assets disposed of during the tax year (provide description, sales proceeds, and any trade-in allowance)
- [] Net operating loss (NOL) carryovers pre-2018
- [] Net operating loss (NOL) carryovers post -2017 by activity
- [] Investment interest
- [] Documentation of brokerage transactions and disposition of capital assets (Form 1099-B)