

Business Taxes

Corporation, LLC or Partnership



8409 Florence Ave. Suite 204
Downey, CA 90240
(562) 862-1040
We are located in the
LINDORA Building on the 2nd floor
between Downey Ave. & Brookshire Ave

- ✚ Articles of incorporation, partnership agreement, etc.
- ✚ Copy of current period balance sheet, trial balance, income statement and general ledger
- ✚ The following information for all business owners:
Name, social security numbers, address, ownership %, date ownership acquired and detail of distributions
- ✚ Schedule of owner fringe benefits received
- ✚ Last year's Federal and State tax returns.
- ✚ List of any events in other states

- ✚ Details of fixed assets and depreciation schedules

- ✚ Prior year financial statements
- ✚ Schedule of loans to/from owners including loan agreements
- ✚ Details of any related party transactions
- ✚ Copies of all payroll forms and 1099 forms for the year
- ✚ Estimated tax payment amounts
- ✚ Listing of interest and dividend income
- ✚ Vehicle information and use including vehicle leases
- ✚ Information on any employee benefit plans including retirement plans, health insurance, etc.
- ✚ Details of meals and entertainment expense
- ✚ Any Internal Revenue Service and Franchise Tax Board correspondence received during the year

Remember to always keep your receipts ***Deductions are ONLY for unreimbursed expenses***

You cannot claim an expense as a business expense if it can be used for personal use