

2020 S CORPORATION BUSINESS TAX QUESTIONNAIRE

BUSINESS NAME:

NEW CLIENTS

Please provide a copy of the Articles of Incorporation, bylaws, corporate resolutions and shareholder buy/sell agreements
Provide a copy of the depreciation schedules for book and tax, and copies of tax return for last year, including state returns.

COVID RELATED QUESTIONS:

YES NO

Did the business receive a Paycheck Protection Program loan?		
Did the business receive an Economic Injury Disaster Loan or Emergency Advance through the SBA?		
Did the business delay payment of employer payroll taxes?		
Did the business receive a payroll tax credit for sick leave paid to employees due to COVID-19?		
Did the business receive a payroll tax credit for paid family leave paid to employees due to COVID-19?		
Did the business receive a payroll tax credit for a business suspension or slowdown?		
Did you pay any employees while they were out sick with COVID or COVID symptoms?		
Did you pay any employees while they were out 1) caring for a family member with covid 2) caring for a child whos school was closed or 3) caring for a child who's daycare was closed?		

ANNUAL QUESTIONS:

YES NO

Does the corporation operate or have sales in any state other than Texas?		
Has the corporation been notified of any changes to previous returns by any taxing authority? If yes, provide copies of all correspondence.		
Provide a schedule of ownership changes during the year, including dates and number of shares or percentage of ownership.		
Have there been any changes to the shareholder's buy-sell agreements? If yes, provide a copy.		
Did the corporation hold an annual meeting with shareholders with a record of minutes maintained?		
Did the corporation purchase or sell a business or business segment during the year? If yes, provide a copy of the contract or agreement.		
Did the corporation engage in any new activities during the year? If yes, describe the new business on an attached sheet.		
Did the corporation discontinue operations this year? If yes, provide details.		
Does the corporation have any of the following employee benefit plans? If yes provide copies of plan documents.		

- Qualified retirement plan?
- SEP (simplified employee pension) or SIMPLE (savings incentive match plan for employees) plan?
- Cafeteria plan?
- Non-qualified deferred compensation plan or agreement?
- Other benefit plan not described above?

is any shareholder in the corporation a disregarded entity, a partnership, a trust, an S corporation, or an estate?		
Was the corporation a C Corporation before it elected to be an S Corporation?		
Did the corporation own directly 20% or more, or own, directly or indirectly, 50% or more of the total stock issued and outstanding of any foreign or domestic corporation?		
Did the corporation have any outstanding shares of restricted stock at the end of the tax year?		
Did the corporation own directly 20% or more, or own, directly or indirectly, 50% or more of the total voting power of all classes of stock entitled to vote of any foreign or domestic corporation not already included in a listing of affiliated groups?		
Was the corporations S Election terminated or revoked during the year?		
At any time during the year, did the corporation have an interest in, or signature authority over a financial account in a foreign country?		
Was there a distribution of property or a transfer (by sale or death) of a shareholder interest during the tax year?		
Did the corporation pay \$600 or more of nonemployee compensation to any individual? If yes, include a copy of Form 1099-NEC for each.		
Did the corporation use any vehicles for business use?		
Does the corporation have an accountable plan that allows for the reimbursement of home office/cell phones and other expenses for its employees?		

BUSINESS CREDITS

YES NO

Did the corporation pay expenses to make it accessible by individuals with disabilities?		
Did the corporation pay any FICA on employee wages for tips above minimum wage?		
Did the corporation own any residential rental buildings providing qualified low-income housing?		
Did the corporation incur any research and experimental expenditures during the tax year?		
Did the corporation have employer pension plan start-up costs?		
Did the corporation pay health insurance premiums for employees?		

OTHER DETAILED INFORMATION NEEDED

Copies of W2s

Copies of 1099s, if applicable

Access to an accountants file of your QuickBooks Desktop program or Accountant access to your QuickBooks online account

Information on any equipment sales or purchases not included in your accounting records