

What to Bring - Quickbooks

1. Monthly Bank Statements
2. Monthly Check Registers
3. Monthly Payroll Reports, if applicable
4. W2, W3, 1099, and 1096 forms if issued
5. All assets purchased for the business, including cost and date of purchase
6. Listing of Business Loans, including principal amount, date of loan, and any loan documentation, including loan amortization schedule
7. Jump Drive of Financial Activity, if available
8. Detailed General Ledger, if available
9. Balance Sheet and Income Statement, if available
10. Federal and State estimated tax payments, if any
11. Forms 941 and 940, if available
12. Prior year's federal and state tax returns **(if new client)**
13. Annual Registration

We need all applicable information in order to complete your year end financial statements and corporate tax return. If you have any questions please email us at cpa@atozaccounts.com