Bertolas & Pekula, LLC

6575 141st Ave. NW, Suite 200 Phone (763) 421-1819
Ramsey, MN 55303 Fax (763) 421-1093

WHAT TO BRING TO YOUR TAX APPOINTMENT
BUSINESS TAX CLIENTS

A Report of Revenues & Expenses

This report should be subtotaled by revenue/expense category (i.e. supplies, office expenses, meals…). Also, have a business mileage total for 2015 and remember to include any business expenses paid with personal funds.

A Report of Assets and Liabilities

This report should include cash account balances, major asset purchases (amount and date), amounts owed to the company, bills the company has not paid, loan balances, cash disbursements to owners.

Other Documents

Bank statements, financing agreements, loan papers, lease agreements, interest paid statements and check registers.

Please be aware that this is a short list and you will be given a thorough interview to obtain every deduction that is available to you.

New clients provide a copy of last year's Federal & State tax return and all related schedules including a depreciation schedule.

We will need social security numbers and addresses for all partners/owners.