

CAPITAL GAINS AND LOSSES

NAME

SOCIAL SECURITY NUMBER

SHORT TERM CAPITAL GAINS AND LOSSES - Assets Held One Year or Less

Description (ie. 100 sh of xyz co.) (1)	Date Acquired (mm/dd/yy) (2)	Date Sold (mm/dd/yy) (3)	Sales Proceeds (4)	Cost/Basis (5)	Basis Code # (6)	Adjustments to Gain / Loss (7)	Gain / Loss (8)	*
TOTALS - Short Term Capital Gains / (Losses)								

* Please note if item sold was a collectible "C" or a closely held small business stock "B".

Please attach appropriate 1099's.

Notes/Instructions:

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Include broker commissions in the cost and total sales proceeds of the asset. 2. Separate sales into the short term (less than 1 year) and long term categories. If you sell 500 shares of IBM and 200 of the shares were purchased within 12 months, record the Short Term gain / (loss) of the 200 shares above and record the balance as a Long Term gain / (loss). 3. Only include the capital gain / (loss) portion of mutual funds here. Report mutual fund dividends on Schedule A. 4. Do you have capital losses to be carried forward from a prior year?
 <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure | <ol style="list-style-type: none"> 5. Do not include retirement transactions (IRA, 401-k, etc.) on this form. 6. 1099-B box 3 will often now show your cost/basis. Place this value in column (5). If no value is stated on the 1099-B, still place your cost into column (5). Note the basis code in column (6). Place any adjustments to 1099-B basis in column (7) and show corrected gain / (loss) in column (8). |
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Basis Codes

(A) Form 1099-B received; box 3 shows basis
 (B) Form 1099-B received; box 3 shows no basis
 (C) No Form 1099-B received, this is my substantiated basis (cost).

ON BACK — Long Term Capital Gains & Losses

CAPITAL GAINS AND LOSSES

NAME _____

SOCIAL SECURITY NUMBER _____

LONG TERM CAPITAL GAINS AND LOSSES - Assets Held More Than One Year

Description (ie. 100 sh of xyz co.) ⁽¹⁾	Date Acquired (mm/dd/yy) ⁽²⁾	Date Sold (mm/dd/yy) ⁽³⁾	Sales Proceeds ⁽⁴⁾	Cost/Basis ⁽⁵⁾	Basis Code # ⁽⁶⁾	Adjustments to Gain / Loss ⁽⁷⁾	Gain / Loss ⁽⁸⁾	*

TOTALS - Long Term Capital Gains / (Losses)

* Please note if item sold was a collectible "C" or a closely held small business stock "B".

Please attach appropriate 1099's.

Please use this area to note any questions or comments.
