

RD CORPORATE TAX & ACCOUNTING, INC
2025 BUSINESS INCOME TAX INTAKE SHEET

Name of Business: _____

Type of Business: _____

Business Address: _____

Sole Proprietor { } Corporation { } S- Corp { } LLC { }

E-Mail Address: _____

Employer Tax ID Number (E.I.N): _____ Type of Business: _____

BUSINESS EXPENSES- (IF YOU HAVE A BUSINESS YOU MUST FILL IT OUT)

Advertisement \$ _____ (Annual)

Office Rent: \$ _____ (Annual)

Uniforms: \$ _____ (Annual)

Tools/Supplies: \$ _____ (Annual)

Business Travel: \$ _____ (Annual)

Utilities \$ _____ (Annual)

Cell Phone \$ _____ (Annual)

Fuel (Gas) _____ (Annual)

Meals & Entertainment: \$ _____ (Annual)

IF VEHICLE USED FOR EMPLOYMENT PURPOSES ONLY!

Vehicle Information: Year: _____ Make: _____ Model: _____

Vehicle Insurance \$ _____ Mileage (work purpose only) _____ Lease _____

Repair or Maintenance Cost: \$ _____

I, _____ authorize RD Corporate Tax & Acct, Inc to prepare my tax return. All information provided on this intake is true and correct at the best of my knowledge. RD Corporate Tax & Acct, Inc and all employees will not be held responsible for any overpayment of tax return.

Signature: _____ Dated: _____

COST FOR SERVICES 2025 TAXES

Business Tax Return Preparations (CORPORATIONS & S-Corps)-----\$400.00 &
up

If you are doing Direct Deposit, payment is due upfront, or the fee will be taking out of your tax refund. If you do not have a checking account or savings, a check can be printed. The bank is not my personal account. It comes from Meta Bank. ALL fees will be immediately withdrawn from your tax refund. NO EXCEPTIONS!!

DISCLAIMER: RD Corporate & Co., cannot give legal advice or provide legal representation in court. RD Corporate & Co., is not a law firm or a substitute for an attorney. Services provided are not intended to create an attorney-client relationship. The primary purpose of the services provided by RD Corporate & Co., are to assist you in preparing your documents for filing as Pro Se Litigant (Representing Yourself) and the filing of those documents in court.