LLC Tax Organizer

(See next page for Organizer)

Wildhorse Tax Service, LLC

7400 W. 130th St, Ste 100 Overland Park, KS 66213 (913) 904-0447



LLC General	Information							CLUB III	ериние	organizer jo	, enen zze
Legal name of			EIN -								
LLC address	☐ (check if new add	dress)						l			
LLC Represer	ntative				Title						
			Email			Pho	ne ()			
Principal bus	iness activity]				(
	duct or service										
	Was the primary	purpose of the	e LLC	C activity to rea	lize a profit?						
	nethod: 🗆 Cash			•	•						
	Does the LLC file			1 10	at is the fiscal y	ear?)					
	Has the LLC mad										
	an S corporation, p					Business	Corporation, an	d the accept	tance le	tter from th	e IRS.
LLC Specific				,							
☐ Yes ☐ No											
☐ Yes ☐ No	Are all members	, ,			iess?						
☐ Yes ☐ No	Is any member in			-		trust, an	S corporation.	or an estate	?		
☐ Yes ☐ No									-		
☐ Yes ☐ No	Is the LLC a partner in another partnership? Did any foreign or domestic corporation, partnership, trust, tax-exempt organization, individual, or estate own directly or indirectly 50% or more of the profit loss or capital of the LLC?										
☐ Yes ☐ No	indirectly 50% or more of the profit, loss, or capital of the LLC? Did the LLC 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?										
☐ Yes ☐ No	Did the LLC have any debt that was cancelled, was forgiven, or had the terms modified so as to reduce principal amount of debt?										
☐ Yes ☐ No	At any time during the year, did the LLC have an interest in, or signature authority over a financial account in a foreign country?										
☐ Yes ☐ No	,	,									
☐ Yes ☐ No											
☐ Yes ☐ No	Did the LLC pay	\$600 or more t	o an	y individual? I	f yes, include	a copy o	f Form 1099-N	EC for each.			
☐ Yes ☐ No	Did the LLC hav	e a Paycheck F	rotec	ction Program ((PPP) loan tha	t was for	given in 2023?				
Principal Mo	embers Ownersh	ip Information	1								
Name		Tax ID numbe (SSN or EIN)	er	Address				Ownership percentage	Memb membe	er or er-manager	U.S. citizen?
LLC Other Tr	ansactions										
		Guaranteed		ılth insurance	Capital contr	ibutions	Distributions	Member lo	oans to	Loans repa	
Member name		payments	prei	miums paid	from member		to member	the LLC		to member	
All Cliente	Additional informa	tion and docum	onto r	omuivad		Now C	lionto Addisi	anal informa	tion and	documento	irad
All Clients – Additional information and documents required Provide the income / financial statements for the year (per books)				c) halanca	New Clients – Additional information and documents required Date LLC formed						
 Provide the income/financial statements for the year (per books sheet, depreciation schedule per books, and cash reconciliation of bank accounts with ending cash balance. 						State LLC formed in					
						Provide copies of LLC's Articles of Organization and					nd
• If the LLC has employees or paid independent contractors, prov of all Forms W-2, W-3, 940, 941, 1096, 1099-NEC, 1099-MISC, and					Opera	Operating Agreement (if any). • Provide copies of depreciation schedules for book, tax,					
forms issue	d to workers.				•	Provi AMT.		epreciation s	scnedul	es for book,	, tax, and
If any members live in a different state or outside the U.S., provid The business may be subject to withholding requirements.				ride details.	Provide copies of tax returns for last two years, including state returns (if applicable).						

LLC Balance	Sheet							
LLC assets at year end				LLC debts and equity at year end				
Bank account end of year balance			\$	Accou	nts payable at year end		\$	
Accounts receivable at end of year		\$	Payab	les less than one year		\$		
,		\$	Payab	oles more than one year		\$		
Loans to men	nbers		\$	Mortg	gages, notes payable		\$	
Mortgages an	d loans held by LI	.C	\$	Loans	from members		\$	
Stocks, bonds	, and securities		\$	LLC c	apital accounts		\$	
Other current	assets (include list,)	\$					
LLC Income	include all Forms 10	99-K, Forms 1099-MIS	C, and Forms 1099-NE	C recei	ved)			
Gross receipts	s or sales		\$	Divid	end income (include all 1099-	\$		
Returns and a	ıllowances		\$()	Capital gain/loss (include all 1099-B Forms)			\$	
Interest incon	ne (<i>include all 1099-</i>	INT Forms)	\$	Other income (loss) (include a statement)			\$	
LLC Cost of C	Goods Sold <i>(for ma</i>	nufacturers, wholesald	ers, and businesses t	that mal	ce, buy, or sell goods)			
Inventory at l	peginning of the ye	ear	\$	Mater	ials and supplies		\$	
Purchases			\$	Inven	tory at the end of the year		\$	
Cost of labor			\$					
LLC Expense	s							
Advertising			\$	Meals – business			\$	
Bad debts			\$	Office	supplies		\$	
Bank charges			\$	Organization costs			\$	
Business licer	nses		\$	Pension and profit sharing plans			\$	
Commissions	and fees		\$	Rent or lease – car, machinery, equipment			\$	
Contract labo	r		\$	Rent or lease – other business property			\$	
Employee benefit programs		\$	Repair	rs and maintenance	-	\$		
Employee hea	alth care plans		\$	Taxes	– payroll		\$	
Entertainment (not deductible)		\$	Taxes	– property		\$		
Gifts			\$	Taxes	– sales		\$	
Guaranteed p	ayments to memb	ers	\$	Taxes – state			\$	
Insurance (ot)	ier than health insui	rance)	\$	Telephone			\$	
Interest – mortgage		\$	Utilities			\$		
Interest – other		\$	Wages			\$		
Internet service		\$	Other	expense	\$			
Legal and professional services		\$	Other expense			\$		
Car Expense	S (use a separate fo	rm for each vehicle)						
Make/Model				Date car placed in service / /				
☐ Yes ☐ No Car available for personal use during off-duty hours?								
☐ Yes ☐ No			l use?	Did you trade in your car this year? 🗖 Yes 🗆		No		
☐ Yes ☐ No Do you have evidence?				Cost of trade-in	Trade-in value			
☐ Yes ☐ No Is your evidence written?				\$	\$			
Mileage				Ac	tual Expenses			
Beginning of year odometer			Gas/oil \$		\$			
End of year odometer			Insurance \$					
Business mileage			Parking fees/tolls \$		\$			
Commuting mileage				Registration/fees \$				
Other mileage				Repairs \$				
Generally, you can use either the standard mileage rate or actual expenses to calculate the deductible costs of operating your car for business								
purposes. However, to use the standard mileage rate, it must be used in the first year the car is available for business. In later years, you can								
then choose between either the standard mileage rate method or actual expenses.								

Equipment Purchases – Enter the following information for depreciable assets purchased that have a useful life greater than one year							
Asset	Date purchased	Cost	Date placed in service	New or used?			
		\$					
		\$					
		\$					
		\$					
		\$					
		\$					
		\$					

isposed of During Year							
	Date out of	service Date s	sold Selling pri	ce/FMV	Trade-in?		
			\$				
			\$				
			\$				
			\$				
(if answered Yes for any of the below	w, please provide a statemen	t with details)					
business pay expenses to make it	accessible by individuals v	vith disabilities?					
s □ No Did the business pay expenses to make it accessible by individuals with disabilities? s □ No Did the business pay any FICA on employee wages for tips above minimum wage?							
Yes No Did the business own any residential rental buildings providing qualified low-income housing?							
No Did the business incur any research and experimental expenditures during the tax year?							
business have employer pension p	olan start-up costs?	Total number of employees					
business pay health insurance pre	miums for employees?	? Total number of employees					
O Did the business purchase and place in service any electric vehicles or energy efficient commercial building property?							
ents — Tax Year 2023							
Installment		Federal	Date paid		State		
First				\$			
Second				\$			
Third				\$			
	\$			\$			
2022 overpayment	\$			\$			
Total				\$			
5	business pay expenses to make it business pay any FICA on employ business own any residential rent business incur any research and e business have employer pension pusiness pay health insurance preserved.	Date out of B. (if answered Yes for any of the below, please provide a statement business pay expenses to make it accessible by individuals we business pay any FICA on employee wages for tips above musiness own any residential rental buildings providing qual business incur any research and experimental expenditures of business have employer pension plan start-up costs? Business pay health insurance premiums for employees? Business purchase and place in service any electric vehicles of the paid Business Date paid \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Date out of service Date s Date out of service Date service Date service	Date out of service Date sold Selling pri \$ \$ \$ \$ \$ \$ Si (if answered Yes for any of the below, please provide a statement with details) Dusiness pay expenses to make it accessible by individuals with disabilities? Dusiness pay any FICA on employee wages for tips above minimum wage? Dusiness own any residential rental buildings providing qualified low-income housing? Dusiness incur any research and experimental expenditures during the tax year? Dusiness have employer pension plan start-up costs? Total number of employees Dusiness pay health insurance premiums for employees? Total number of employees Dusiness purchase and place in service any electric vehicles or energy efficient commercial building ents—Tax Year 2023 Date paid \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Date out of service Date sold Selling price/FMV \$ \$ \$ \$ \$ \$ \$ \$ \$		

Tax Return Preparation

We will prepare the tax return based on information provided. In the event the return is audited, you will be responsible for verifying the items reported. It is important that you review the return carefully before signing to make sure the information is correct. Unless otherwise stated, the services for preparation of the return do not include auditing, review, or any other verification or assurance.

Taxpayer Responsibilities

- You agree to provide us all income and deductible expense information. If additional information is received after we begin working on the return, you will contact us immediately to ensure the completed tax returns contain all relevant information.
- You affirm that all expenses or other deduction amounts are accurate and that you have all required supporting written records. In some cases, we will ask to review documentation.
- You must be able to provide written records of all items included on the return if audited by either the IRS or state tax authority. We can provide guidance concerning what evidence is acceptable.
- You must review the return carefully before signing to make sure the information is correct.
- Fees must be paid before the tax return is delivered to you or filed for you. If you terminate this engagement before completion, you agree to pay a fee for work completed. A retainer may be required for preparation of returns.
- Keep a copy of the tax return and any related tax documents. You may be assessed a fee if you request a duplicate copy in the future.

Signatures. By signing below, you acknowledge that you have read, understand, and accept your obligations and responsibilities.

Taxpayer	Title	Date

Privacy Policy

The nature of our work requires us to collect certain nonpublic information. We collect financial and personal information from applications, worksheets, reporting statements, and other forms, as well as interviews and conversations with our clients and affiliates. We may also review banking and credit card information about our clients in the performance of receipt of payment. Under our policy, all information we obtain about you will be provided by you or obtained with your permission.

Our firm has procedures and policies in place to protect your confidential information. We restrict access to your confidential information to those within our firm who need to know in order to provide you with services. We will not disclose your personal information to a third party without your express written permission, except where required by law. We maintain physical, electronic, and procedural safeguards in compliance with federal regulations that protect your personal information from unauthorized access.