



**SALES OF BUSINESS EQUIPMENT:**

Description of Items Sold	Date of Purchase	Date Sold	Net Sale Price	Depreciation Allowed	Cost	Gain or (Loss)

**NEW OR USED EQUIPMENT PURCHASED:**

Description of Items Purchased	Date of Purchase	Purchased from a Relative?	New or Used	Description of Items Traded (if any)	Cost or Boot Given

**LAND PURCHASED & IMPROVEMENTS:**

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**MISCELLANEOUS:**

If you are claiming an expense deduction for us of vehicles (Auto, Pickup, Van), please read the enclosed mandatory IRS requirements and complete the questions. These questions will be on your tax return and will need to be answered.

**\*\*\*Did you make any payments this year that would require you to file Form(s) 1099? Yes \_\_\_\_\_ or No \_\_\_\_\_**  
**If yes, did you or will you file all required forms 1099? Yes \_\_\_\_\_ or No \_\_\_\_\_**

Wage Information: If you prepared your own employee Forms W-2, please bring your copy of the Forms W-3, W-2 and Form 941 or 944 along to your tax appointment.

**Personal Property Tax: If we prepare your Personal Property Tax Return, please bring your Personal Property Tax Forms to your tax appointment.**

**ADDITIONAL INFORMATION:**

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