

T & H Accounting, LLC
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*****PLEASE NOTE*****
 By completing this form I/we have the
 proper receipts or canceled checks for all
 expenses listed herein.

TAX RETURN ORGANIZER

FOR CALENDAR YEAR _____

NAME(S) OF TAXPAYER(S) _____ SSN: _____
 _____ SSN: _____

Bank Name	_____
Routing #:	_____
Account #	_____
Checking:	Savings: _____

ADDRESS _____
 (if changed from prior year)

Tel #: _____ E-Mail _____

PLEASE ROUND TO THE NEAREST DOLLAR

DIVIDEND INCOME

Mutual Fund/Stock Name	Total Dividends	Qualified Dividends	Cap. Gain	Foreign Tax

INTEREST INCOME

Bank/CU Name	Amount

WAGE & SALARY INCOME

Employer Name	T/S	Taxable Wages	Federal WH	Soc.Sec.	Medicare	State WH
TOTALS						

Pension/IRA Income Received

Pension/IRA Name	T/S	Gross Amount	Taxable	Federal WH	State WH

**Current Year
 Payments to I.R.A.'s**

	Regular	Roth
Taxpayer		
Spouse		

Miscellaneous Income Sources (other than rental and self-employed income)

State Tax Refund		Other:	
Other:		Other:	

SCHEDULE C - SOLE PROPRIETORSHIPS

Company Name:			
Address:			
Business Type & Code:			
Gross Receipts		Uniforms	
Returns		Utilities	
Other Income		Wages	
Inventory - Beginning		Other Expenses	
Purchases			
Inventory - Ending			
Accounting			
Advertising			
Bad Debts			
Bank Charges		VEHICLE USAGE FOR SCHEDULE C	
Car & Truck Expenses		Year of Vehicle	
Contract Labor		Make of Vehicle	
Delivery & Freight		Ending Odometer	
Dues & Subscriptions		Beginning Odometer	
Employee Benefits		Date placed in services	
Insurance (Non-Health)		Business Mileage	
Interest			
Mortgage		If using actual expenses complete the following also:	
Other		Fuel & Oil	
Janitorial		Repairs	
Laundry & Cleaning		Tires/Batteries	
Legal & Professional		Vehicle Insurance	
Office Expense		License/Registration	
Outside Services		Lease Payments	
Parking & Tolls		Other:	
Postage			
Printing		VEHICLE USAGE FOR SCHEDULE C	
Rent or Lease		Year of Vehicle	
Vehicle, Machinery, Etc.		Make of Vehicle	
Other		Ending Odometer	
Repairs		Beginning Odometer	
Security		Date placed in service	
Start Up Costs		Business Mileage	
Supplies			
Taxes & Licenses		If using actual expenses complete the following also:	
Real Estate		Fuel & Oil	
Payroll		Repairs	
Sales Tax included in G.R.		Tires/Batteries	
Other		Vehicle Insurance	
Telephone		License/Registration	
Tools		Lease Payments	
Travel, Meals, Etc		Other:	
Travel			
Meals & Entertainment			

