

PROFESSIONAL CORPORATION TAX RETURN PREPARATION TEMPLATE

Taxable Year: _____

CORPORATE INFORMATION

Corporation Name: _____

DBA (if applicable): _____

EN: _____

State of Inc: _____

Date of Inc: _____

Activity Code: _____

Address: _____

SHAREHOLDER INFORMATION

Shareholder Name	SSN / TIN	Ownership %	Officer Title

INCOME

Line Item Description	Amount (\$)
Gross Receipts or Sales	
Returns and Allowances	
Cost of Goods Sold (from Schedule)	
Gross Profit (Line 1 - Line 2 - Line 3)	
Dividends	
Interest Income	
Gross Rents / Royalties	
Capital Gain Net Income	
Other Income (Attach Schedule)	
Total Income	

DEDUCTIONS

Line Item Description	Amount (\$)
Compensation of Officers	

Line Item Description	Amount (\$)
Salaries and Wages (less employment credits)	
Repairs and Maintenance	
Rents (Office, Equipment, etc.)	
Taxes and Licenses	
Interest Expense	
Charitable Contributions	
Depreciation (Form 4562)	
Advertising / Marketing	
Pension, Profit-Sharing Plans	
Employee Benefit Programs	
Other Deductions (Attach Schedule)	
Total Deductions	

TAXABLE INCOME AND TAX LIABILITY

Taxable Income (Total Income less Total Deductions)	
Income Tax Liability (Calculated)	
Alternative Minimum Tax (if applicable)	
Total Tax Credits	
Net Tax Due / (Overpayment)	

Signature of Officer

Title: _____ Date: _____

Signature of Preparer (if other than officer)

PTIN: _____ Date: _____