

## **Individual Items to Note (1040)**

### **Items to Note**

Please give special attention to the following details about certain 1040 carryover information that will be captured to build the ProSeries client files used for transfer to the 2009 ProSeries Tax program. These items should be noted due to capture limitations within the TaxWorks Individual module.

- Amounts that are calculated from user input and flow directly to the tax forms can not be captured. This would include carryovers and prior year summary information.
- The following items can NOT be converted from TaxWorks, and may require manual entries in the converted files.
  - Accumulated depreciation
  - Prior year Section 179 expense
  - Carryover amounts, such as credit carryovers.
  - Data on F6 detail fields. (Totals are converted from these fields, but not the detail).
- Close attention should be paid to the items in the following list. These are the items that will be captured for the ProSeries client files, but are not necessarily a complete list of items that should be carried-over.
- One digit alpha characters, such as the Taxpayer/Spouse indicator (T/S) MUST be entered in upper case in order to convert.

Because of the capture limitations in the program being converted from, review of each client file to ensure completeness is necessary. Our goal is to reduce manual entry of data and information as much as possible.

## List of Converted Items: TaxWorks to ProSeries

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# Individual Converted Items (1040)

The **underlined and bolded** title Individual Converted Items (1040) in the following list correspond to the titles on the Contents screen of the Lacerte tax program.

### **Client Information**

Filing Status

1=Married filing separate and lived with spouse

1= Married filing separate and must itemize deductions

Year spouse died, if qualifying widow(er)

Taxpayer Last Name

Taxpayer SSN

Taxpayer Occupation

Taxpayer DOB

Taxpayer 1=Blind

Spouse Last Name

Spouse SSN

Spouse Occupation

Spouse DOB

Spouse 1=Blind

In Care Of

Street Address

City

State

Zip Code

Home Phone

Work Phone

Mobile Phone

E-mail Address

### **Dependents**

First Name

Last Name

Title/Suffix

DOB

SSN

Relationship

Months Lived At Home

Type of Dependent

EIC

Child Tax Credit

### **Miscellaneous**

Presidential Campaign: 1=Self, 2=Spouse, 3=Both, 4=Neither, 5=Blank

Designee's Name

Designee's Phone Number

Designee's PIN

Name of Bank

Routing Transit Number

Depositor Account Number

Type of Account: 1=Savings, 2=Checking

## List of Converted Items: TaxWorks to ProSeries

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### **Current Year Estimated Tax**

Apply Overpayment to Next Year

### **Penalties and Interest**

1=Form 2210F

### **Wages**

Name of Employer

1=Spouse

1=Statutory Employee

1=Retirement Plan

EF Employer: Identification Number

EF Employer: Address

EF Employer: City

EF Employer: State

EF Employer: Zip Code

EF Employee: Name

EF Employee: Address

EF Employee: City

EF Employee: State

EF Employee: Zip Code

EF Primary State: State Name

EF Primary State: State Identification Number

EF Primary State: Locality Name

EF Secondary State: State Name

EF Secondary State: State Identification Number

EF Secondary State: Locality Name

### **Interest**

Name of Payer

Seller-Financed Mortgage: SSN

Seller-Financed Mortgage: Street Address

Seller-Financed Mortgage: City, State, ZIP Code

1=Taxpayer, 2=Spouse

Banks, Savings and Loans, Credit Unions, etc.

Seller-Financed Mortgage

U.S. Bonds, T-Bills, etc.

Total Municipal Bonds

In-State Municipal Bonds

### **Dividends**

Name of Payer

1=Taxpayer, 2=Spouse

Total Ordinary Dividends

### **Pensions, IRA, W-2G**

Name of Payer

1=Spouse

1=IRA/SEP/SIMPLE, 2=W-2G

Cost in Plan at Annuity Starting Date

Annuity Starting Date

Age at Annuity Starting Date

Amount Recovered Tax Free After 1986

EF Payer: Identification Number

EF Payer: Address

EF Payer: City

EF Payer: State

EF Payer: Zip Code

EF Payer: Phone Number

## List of Converted Items: TaxWorks to ProSeries

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EF Recipient: Name  
EF Recipient: Address  
EF Recipient: City  
EF Recipient: State  
EF Recipient: Zip Code  
Form 1099-R Account Number

### **Pensions, IRA, W-2G**

Form W-2G: State Name  
Form W-2G: State Identification Number

### **State Tax Refunds / Unemployment Comp. (1099-G)**

Taxpayer: Taxable Refunds, if Itemized Last Year  
Spouse: Taxable Refunds, if Itemized Last Year

### **Schedule C**

Principal Business or Profession  
Principal Business Code  
Business Name  
Business Address  
City/State/Zip Code  
Employer ID Number  
If Accounting Method Not Cash or Accrual, Specify  
Accounting Method: 1=Cash, 2=Accrual  
Inventory Method: 1=Cost, 2=Lower c/m, 3=Other  
1=Spouse, 2=Joint  
1=Did Not Materially Participate  
Schedule C-EZ: 1=When Applicable, 2=Suppress  
Inventory at the End of the Year  
Other Expenses

### **Dispositions (Sch. D/4797/etc.)**

Description of property  
Date acquired  
Date sold  
Sales price  
Gross profit ratio (.xxxx or 1=100%)  
Current year principal payments (triggers 6252)  
Prior years' payments [O]  
Ordinary income (-1=none, triggers 4797)  
Remaining unrecaptured Section 1250 gain  
Property Received: Description  
Property Received: Date property identified  
Property Received: Date property received  
Related Party: Name  
Related Party: Address  
Related Party: City, State, Zip  
Related Party: Taxpayer ID number  
Related Party: Relationship to taxpayer  
1=Marketable Security

### **Schedule E**

Kind of Property  
Location of Property  
1=Spouse, 2=Joint  
1=Did Not Actively Participate  
1=Real Estate Professional  
Rents Received  
Royalties Received

## List of Converted Items: TaxWorks to ProSeries

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Other Expenses

### **Schedule F and Form 4835**

Principal Product

Employer ID Number

Agricultural Activity Code

Accounting Method: 1=Cash, 2=Accrual

1=Spouse, 2=Joint

1=Did Not Materially participate

Other Expenses

### **Partnership K-1**

Name of Partnership

Employer Identification Number

1=Spouse, 2=Joint

1=Publicly Traded Partnership

1=Foreign Partnership

1=Not a Passive Activity

### **S Corporation K-1**

Name of S Corporation

Employer Identification Number

1=Spouse, 2=Joint

1=Not a Passive Activity

### **Estate and Trust K-1**

Name of Estate or Trust

Employer Identification Number

1=Spouse, 2=Joint

1=Not a Passive Activity

### **Depreciation (4562)**

Description of Property

Form

Activity name or number

Category (Ctrl+T)

Date Placed in Service

1=Qualified Gulf Opportunity Zone asset

Cost or Basis

Current Section 179 expense

Method

Life or Class Life (Recovery Period Automatic)

1=Half-Year, 2=Mid-Quarter (1st Year Automatic) \*

Amortization Code Section

Prior Section 179 expense

Prior special depreciation allowance

Prior depreciation/amortization

AMT: Current depreciation (-1=none) [0]

AMT: Prior Depreciation (MACRS only)

Percentage of Business Use (.xxxx)

1=General asset account election

1=Qualified Indian Reservation property

1=Listed Property

1=No evidence to support business use claimed

1=No written evidence to support business use claimed

1=increase deduction limits for electric vehicle, 2=no limits

1=Vehicle is available for off-duty personal use

1=No other vehicle is available for personal use

1=Vehicle is used primarily by a more than 5% owner

## List of Converted Items: TaxWorks to ProSeries

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1=Prohibit employee personal use of vehicles  
1=Prohibit employee use, except commuting  
1=Treat all use of vehicles as personal use  
1=Provide more than five vehicles and retain information  
1=Meet qualified automobile demonstration requirements  
Gasoline, lube, oil  
Date Sold or Disposed of (m/d/y or -m/d/y)  
Expenses of Sale or exchange  
Sales Price (-1=none)

\* 1=half-year; 2=mid-qtr - The conversion defaults to half-year for all assets unless you use the override.

**Note:** You should print the current year TaxWorks Depreciation Schedules when reviewing the accuracy of the Depreciation Conversion.

### **Depreciation - Direct Input**

Form  
Number of Form  
Date Placed in Service  
Cost or Basis  
Recovery Period  
Convention: 1=HY, 2=MQ  
Method: 1=200DB, 2=150DB, 3=SL

### **Depreciation Direct Input (4562) (Continued)**

Description of Property  
Form (See Table)  
Number of Form  
Date Placed in Service  
Cost or Basis  
Recovery Period  
Convention: 1=HY, 2=MQ  
Method: 1=200DB, 2=150DD, 3=S/L  
Percentage of Business Use (.xxxx)  
1=No Evidence to Support Business Use Claimed  
1=No Written Evidence to Support Business Use Claimed  
1=Vehicle is Available for Off-duty Personal Use  
1=No Other Vehicle is Available for Personal Use  
1=Vehicle is Used Primarily by a More Than 5% Owner  
1=Prohibit Employee Personal Use of Vehicles  
1=Prohibit Employee Personal Use, Except Commuting  
1=Treat All Use of Vehicles as Personal Use  
1=Provide More Than Five Vehicles and Retain Information  
1=Meet Qualified Automobile Demonstration Equipment

### **Adjustments to Income**

Taxpayer: IRA Contributions  
Taxpayer: 1=Covered by Employer Plan, 2=Not Covered  
Taxpayer: Total Premiums - SE Health Insurance  
Taxpayer: Total Qualified Student Loan Interest Paid  
Taxpayer: Other Adjustments  
Spouse: IRA Contributions  
Spouse: 1=Covered by Employer Plan, 2=Not Covered  
Spouse: Total Premiums - SE Health Insurance  
Spouse: Other Adjustments

### **Itemized Deductions**

Prescription Medicines and Drugs  
Insurance Premiums  
Long-Term Care Premiums

## List of Converted Items: TaxWorks to ProSeries

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Lodging and Transportation: Number of Medical Miles  
Other Medical  
Real Estate Taxes: Principal Resident  
Personal Property Taxes  
Other Taxes  
Home Mortgage Interest and Points on Form 1098  
Home Mortgage Interest Not on Form 1099: Payee's Name  
Home Mortgage Interest Not on Form 1099: Payee's SSN or FEIN  
Home Mortgage Interest Not on Form 1099: Payee's Address  
Home Mortgage Interest Not on Form 1099: Amount Paid  
Current Year Cash Contributions 50%  
Current Year Noncash Contributions 50%  
Unreimbursed Employee Expenses  
Tax Preparation Fees  
Miscellaneous Deductions 2%  
Other Miscellaneous Deductions  
**Noncash Contributions (8283)**  
Employer Identification number  
**Business Use of Home (8829)**  
Form  
Activity Name or Number  
Business Use Area  
Total Area of Home  
Total Hours Facility Used  
Total Hours Available  
Indirect Expenses: Mortgage Interest  
Indirect Expenses: Real Estate Taxes  
Indirect Expenses: Casualty Losses  
Indirect Expenses: Insurance  
Indirect Expenses: Repairs and Maintenance  
Indirect Expenses: Utilities  
Indirect Expenses: Excess Mortgage Interest  
Indirect Expenses: Other Expenses  
Direct Expenses: Mortgage Interest  
Direct Expenses: Real Estate Taxes  
Direct Expenses: Casualty Losses  
Direct Expenses: Insurance  
Direct Expenses: Repairs and Maintenance  
Direct Expenses: Utilities  
Direct Expenses: Excess Mortgage Interest  
Direct Expenses: Other Expenses  
**Vehicle / Employee Business Expenses (2106)**  
Occupation  
Activity Name or Number  
1=Spouse  
1=Qualified Performing Artist, 2=Handicapped, 3=Fee-Basis Government Official  
Meals and Entertainment: Meals and Entertainment Expenses in Full  
Meals and Entertainment: 1=Department of Transportation  
Other Than Meals and Entertainment: Travel Expenses While Away From Home Overnight

1=Vehicle is Available For Off-Duty Personal Use  
1=No Other Vehicle is Available For Personal Use  
1=No Evidence to Support Your Deduction  
1=No Written Evidence to Support Your Deduction

## List of Converted Items: TaxWorks to ProSeries

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Vehicle 1: Date Placed in Service  
Vehicle 1: Total Mileage  
Vehicle 1: Business Mileage  
Vehicle 1: Commuting Mileage  
Vehicle 1: Average Daily Round Trip Commute  
Vehicle 1: Gasoline, Lube, Oil  
Vehicle 1: Repairs  
Vehicle 1: Insurance  
Vehicle 1: Vehicle Rent or Lease Payments  
Vehicle 1: Inclusion Amount  
Vehicle 1: Value of Employer-Provided Vehicle on Form W-2  
Vehicle 2: Date Placed in Service  
Vehicle 2: Total Mileage  
Vehicle 2: Business Mileage  
Vehicle 2: Commuting Mileage  
Vehicle 2: Average Daily Round Trip Commute  
Vehicle 2: Gasoline, Lube, Oil  
Vehicle 2: Repairs  
Vehicle 2: Insurance  
Vehicle 2: Vehicle Rent or Lease Payments  
Vehicle 2: Inclusion Amount  
Vehicle 2: Value of Employer-Provided Vehicle on Form W-2  
**Foreign Income Exclusion (2555)**  
1=Spouse  
Foreign Address of Taxpayer  
Employer: Name  
Employer: US Address  
Employer: Foreign Address  
Employer: Type  
Employer: Type, if Other  
Enter Last Year (After '81) Form 2555 Was Filed  
1=Revoked Choice of Earlier Exclusion Claimed  
Type of Exclusion Revoked  
Country of Citizenship  
1=Maintained Separate Residence Due to Adverse Living Conditions  
City and Country of Separate Foreign Address  
Number of days During Tax Year at Separate Foreign Address  
Tax Home(s) During Tax Year  
Date Tax Homes(s) Were Established  
Beginning Date for Bona Fide Residence  
Ending Date of Bona Fide Residence: Blank=Continues  
Living Quarters in Foreign Country  
1=Part of Family Lived Abroad With Taxpayer During Year  
Names of Family Living Abroad  
Contractual Terms Relating to Length of Employment Abroad  
Type of Visa You Entered Foreign Country Under  
1=Maintained a Home in U.S. While Living Abroad  
Address of Home in U.S.  
1=U.S. Home Rented  
Names of Occupants in U.S. Home  
Relationship of Occupants in U.S. Home  
Physical Presence Test: Beginning Date  
Physical Presence Test: Ending Date  
Principal Country of Employment

## List of Converted Items: TaxWorks to ProSeries

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### **HSA / MSA / LTC Contracts (8853)**

Taxpayer: 1=You Were Uninsured When MSA Was Established

Taxpayer: 1=Self-Only Coverage, 2=Family Coverage

Spouse: 1=You Were Uninsured When MSA Was Established

Spouse: 1=Self-Only Coverage, 2=Family Coverage

First Name of Insured

Last Name of Insured

SSN of Insured

1=Other Individuals Received Payments for Insured

1=Insured is terminally Ill

1=Self Only Coverage, 2=Family Coverage

### **Dependent Care Credit (2441)**

Qualifying For: First Name

Qualifying For: Last Name

Qualifying For: Qualified Dependent Care Expense Incurred and Paid in Current Year

Providing: Name

Providing: Street Address

Providing: City, State, Zip Code

Providing: Identification Number

Providing: Total Amount Paid to Care Provider in Current Year For All Dependents

### **Foreign Tax Credit (1116)**

Name of Foreign Country

Category of Income

### **EIC, Elderly, Other Credits**

Street Address

City

State

Zip Code

### **Household Employment Taxes (Schedule H)**

Employer Identification Number

1=Spouse, 2=Joint

Primary State: Name of State

Primary State: State Reporting Number

NOTE: If more than one Schedule H, only the first will be converted.

### **Children Under 14 (8615)**

First Name

Last Name

SSN

### **Parents Election (8814)**

Child's: First Name

Child's: Last Name

Child's: SSN

### **Other Taxes (Schedule SE)**

Taxpayer: 1=Exempt and Filed Form 4361

Taxpayer: 1=Exempt and Filed Form 4029

Spouse: 1=Exempt and Filed Form 4361

Spouse: 1=Exempt and Filed Form 4029

### **Injured Spouse Claim (8379)**

Injured Spouse: 1=Taxpayer, 2=Spouse

1= Refund Check Payable to Injured Spouse Only

1= Main Home Was in a Community Property State

Name of Community Property State(s)

### **Nonresident Alien (1040NR)**

## List of Converted Items: TaxWorks to ProSeries

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Filing Status

Country

Refund Address: Street Address

Permanent Address: Street Address

Country That Issued Passport

1=U.S. Citizen (Present or Past)

Purpose of Visit to the U.S.

Type of Entry Visa

Current Nonimmigrant Status

Date of First Entry in the U.S. (m/d/y)

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## Partnership Items to Note (1065)

### Items to Note

Please give special attention to the following details about certain 1065 carryover information that will be captured to build the ProSeries client files used for transfer to the 2009 ProSeries Tax program. These items should be noted due to capture limitations within the TaxWorks Individual module.

- Amounts that are calculated from user input and flow directly to the tax forms can not be captured. This would include carryovers and prior year summary information.
- The following items can NOT be converted from TaxWorks, and may require manual entries in the converted files.
  - Accumulated depreciation
  - Prior year Section 179 expense
  - Carryover amounts, such as credit carryovers.
  - Data on F6 detail fields. (Totals are converted from these fields, but not the detail).
- Close attention should be paid to the items in the following list that are *CAPITALIZED / ITALICIZED*. These are the items that will be captured for the ProSeries client files, but are not necessarily a complete list of items that should be carried-over.
- One digit alphabetic codes, such as the codes in the passthrough K-1 screens, **MUST** be entered in upper case in order to convert.

Because of the capture limitations in the program being converted from, review of each client file to ensure completeness is necessary. Our goal is to reduce manual entry of data and information as much as possible.

## List of Converted Items: TaxWorks to ProSeries

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# Partnership Converted Items (1065)

### Client Information

Partnership Name  
Partnership DBA  
Federal Identification Number  
Street Address  
City  
State  
ZIP Code  
Telephone Number  
Fax Number  
Email Address  
Fiscal Year End (mm)  
Date Business Began (m/d/y)  
Business Code  
Business Activity  
Product or Service  
Accounting Method  
Other Accounting Method  
Type of Entity

### Other Information (Schedule B)

1=Partners in this Partnership Also Partnerships  
1=Partnership is a Partner in Another Partnership  
1=Partnership Level Tax Treatment Election in Effect for the Current Year  
1=Partnership is a Publicly Traded Partnership  
1=Partnership Has Interest in a Foreign Bank Account  
Name of Foreign Country  
1=Partnership is a Grantor of a Foreign Trust

### Automatic Extension

1=Qualifies Under Reg. Section 1.6081-5

### Partner Information

Partner Name  
Identification Number  
Street Address  
City  
State  
ZIP Code  
Type of Entity  
1=Nominee  
1=General Partner or LLC Manager  
1=Passive Partner  
1=Foreign Partner

### Partner Percentages

End of Year: Profit Sharing  
End of Year: Loss Sharing  
End of Year: Ownership of Capital

### Cost of Goods Sold

Ending Inventory  
Inventory Method: 1=Cost  
Inventory Method: 1=Lower of Cost or Market  
Inventory Method: Other Method  
1=LIFO Inventory Method Adopted  
1=Rules of Section 263A Apply

### Farm Income (Schedule F)

Agricultural Activity Code  
1=Did Not "Materially Participate"  
Ending Inventory of Livestock, etc.  
Other Expenses

### Depreciation (4562)

Description of Property  
Form  
Activity name or number  
Category (Ctrl+T)  
Date Placed in Service  
1=Qualified Gulf Opportunity Zone asset  
Cost or Basis  
Current Section 179 expense  
Method  
Life or Class Life (Recovery Period Automatic)  
1=Half-Year, 2=Mid-Quarter (1st Year Automatic) \*  
Amortization Code Section  
Prior Section 179 expense  
Prior special depreciation allowance  
Prior depreciation/amortization  
AMT: Current depreciation (-1=none) [O]  
AMT: Prior Depreciation (MACRS only)  
Percentage of Business Use (.xxxx)  
1=General asset account election  
1=Qualified Indian Reservation property  
1=Listed Property  
1=No evidence to support business use claimed  
1=No written evidence to support business use claimed  
1=increase deduction limits for electric vehicle, 2=no limits  
1=Vehicle is available for off-duty personal use  
1=No other vehicle is available for personal use  
1=Vehicle is used primarily by a more than 5% owner  
1=Prohibit employee personal use of vehicles  
1=Prohibit employee use, except commuting  
1=Treat all use of vehicles as personal use  
1=Provide more than five vehicles and retain information  
1=Meet qualified automobile demonstration requirements  
Gasoline, lube, oil  
Date Sold or Disposed of (m/d/y or -m/d/y)  
Expenses of Sale or exchange  
Sales Price (-1=none)

\* 1=half-year; 2=mid-qtr - The conversion defaults to half-year for all assets unless you use the override.

## List of Converted Items: TaxWorks to ProSeries

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**Note:** You should print the current year TaxWorks Depreciation Schedules when reviewing the accuracy of the Depreciation Conversion.

### **Depreciation - Direct Input**

Form

Number of Form

Date Placed in Service

Cost or Basis

Recovery Period

Convention: 1=HY, 2=MQ

Method: 1=200DB, 2=150DB, 3=SL

### **Depreciation Direct Input (4562) (Continued)**

Description of Property

Form (See Table)

Number of Form

Date Placed in Service

Cost or Basis

Recovery Period

Convention: 1=HY, 2=MQ

Method: 1=200DB, 2=150DD, 3=S/L

Percentage of Business Use (.xxxx)

1=No Evidence to Support Business Use Claimed

1=No Written Evidence to Support Business Use Claimed

1=Vehicle is Available for Off-duty Personal Use

1=No Other Vehicle is Available for Personal Use

1=Vehicle is Used Primarily by a More Than 5% Owner

1=Prohibit Employee Personal Use of Vehicles

1=Prohibit Employee Personal Use, Except Commuting

1=Treat All Use of Vehicles as Personal Use

1=Provide More Than Five Vehicles and Retain Information

1=Meet Qualified Automobile Demonstration Equipment

### **Rental Real Estate Activities (Form 8825)**

Kind of Property

Location of Property

Other Expenses

### **Dispositions (Sch. D/4797/etc.)**

Description of property

Date acquired

Date sold

Sales price

Gross profit ratio (.xxxx or 1=100%)

Current year principal payments (triggers 6252)

Prior years' payments [O]

Ordinary income (-1=none, triggers 4797)

Remaining unrecaptured Section 1250 gain

Property Received: Description

Property Received: Date property identified

Property Received: Date property received

Related Party: Name

Related Party: Address

Related Party: City, State, Zip

Related Party: Taxpayer ID number

Related Party: Relationship to taxpayer

1=Marketable Security

### **Increasing Research Activities Credit (Form 6765)**

1=Electing Reduced Credit (Section 280C)

### **Passthrough Entity K-1 Information**

Name of K-1 Entity (Partnership and Fiduciary)

Address of K-1 Entity (Fiduciary Only)

Employer Identification Number (Partnership and Fiduciary)

### **Balance Sheet (Assets) – Ending Amounts**

Cash

Trade Notes and Accounts Receivable

Less Allowance for Bad Debts

Inventories, if Different from Screen 11

U.S. Government Obligations

Tax-Exempt Securities

Other Current Assets

Mortgage and Real Estate Loans

Other Investments

Buildings and Other Depreciable Assets

Less Accumulated Depreciation

Depletable Assets

Less Accumulated Depletion

Land (Net of any Amortization)

Intangible Assets

Less Accumulated Amortization

Other Assets

### **Balance Sheet (Liabilities) - Ending Amounts**

Accounts Payable

Mortgages, Notes, Bonds, Payable - Current Year

Other Current Liabilities

All Nonrecourse Loans

Mortgages, Notes, Bonds, Payable - Long-Term

Other Liabilities

Partner's Capital Accounts

### **Schedule M-3**

Schedule M-3: 1=Force, 2=Suppress

1=Complete Columns (a) and (d) of Parts II and III

Reportable Entity Partner: Entity Name

Reportable Entity Partner: EIN

Reportable Entity Partner: Ownership Percentage

Type of Income Statement Prepared

Restated Income Statement Explanation

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## **Corporation Items to Note (1120)**

### **Items to Note**

Please give special attention to the following details about certain 1120 carryover information that will be captured to build the ProSeries client files used for transfer to the 2009 ProSeries Tax program. These items should be noted due to capture limitations within the TaxWorks corporate module.

- Amounts that are calculated from user input and flow directly to the tax forms can not be captured. This would include carryovers and prior year summary information.
- The following items can NOT be converted from TaxWorks, and may require manual entries in the converted files.
  - Accumulated depreciation
  - Prior year Section 179 expense
  - Carryover amounts, such as credit carryovers.
  - Data on F6 detail fields. (Totals are converted from these fields, but not the detail).
- Close attention should be paid to the items in the following list. These are the items that will be captured for the ProSeries client files, but are not necessarily a complete list of items that should be carried-over.

Because of the capture limitations in the program being converted from, review of each client file to ensure completeness is necessary. Our goal is to reduce manual entry of data and information as much as possible.

## List of Converted Items: TaxWorks to ProSeries

# Corporation Converted Items (1120)

The **underlined and bolded** titles in the following list correspond to the titles on the Contents screen of the Lacerte tax program. All captured carryover amounts are indicated in *UPPERCASE* format.

### **Client Information**

Corporation Name  
Federal Identification Number  
Street Address  
City  
State  
ZIP Code  
Telephone Number  
E-Mail Address  
Fiscal Year End (mm)  
Date Incorporated (m/d/y)

Business Code  
Business Activity  
Product or Service  
Accounting Method  
Other Accounting Method  
Number of Shareholders

### **Officer Information**

Officer Name  
Social Security Number  
Time Devoted to Business  
% of Common Stock Owned (xx.xx)  
% of Preferred Stock Owned (xx.xx)

### **Miscellaneous/Other Information**

1=Converted Client (Proforma Use only)  
1=Allow Preparer/IRS Discussion  
1=Qualified Personal Service Corporation  
1=Nonqualified Personal Service Corporation  
1=Consolidated Return  
1=Personal Holding Company  
1=Foreign Person Owns Over 25% of Corporation's Stock  
Percentage Owned by Foreign Person (xxx.xx)  
Foreign Owner's Country  
Number of Forms 5472 Attached

### **50% or More Owners of This Corporation**

Name  
Federal Identification Number

### **Income**

Other Income

### **Cost of Goods Sold**

Other Costs  
Ending Inventory  
Inventory Method: 1=Cost  
Inventory Method: 1=Lower of Cost or Market  
Inventory Method: Other Method  
1=Rules of Section 263A Apply

### **Dispositions (Sch. D/4797/etc.)**

Description of property  
Date acquired  
Date sold  
Sales price  
Gross profit ratio (.xxxx or 1=100%)  
Current year principal payments (triggers 6252)  
Prior years' payments [O]  
Ordinary income (-1=none, triggers 4797)  
Remaining unrecaptured Section 1250 gain  
Property Received: Description  
Property Received: Date property identified  
Property Received: Date property received  
Related Party: Name  
Related Party: Address  
Related Party: City, State, Zip  
Related Party: Taxpayer ID number  
Related Party: Relationship to taxpayer  
1=Marketable Security

### **Deductions**

Other Deductions

### **Depreciation (4562)**

Description of Property  
Form  
Activity name or number  
Category (Ctrl+T)  
Date Placed in Service  
1=Qualified Gulf Opportunity Zone asset  
Cost or Basis  
Current Section 179 expense  
Method  
Life or Class Life (Recovery Period Automatic)  
1=Half-Year, 2=Mid-Quarter (1st Year Automatic) \*  
Amortization Code Section  
Prior Section 179 expense  
Prior special depreciation allowance  
Prior depreciation/amortization  
AMT: Current depreciation (-1=none) [O]  
AMT: Prior Depreciation (MACRS only)  
Percentage of Business Use (.xxxx)  
1=General asset account election  
1=Qualified Indian Reservation property  
1=Listed Property

## List of Converted Items: TaxWorks to ProSeries

1=No evidence to support business use claimed  
1=No written evidence to support business use claimed  
1=increase deduction limits for electric vehicle, 2=no limits  
1=Vehicle is available for off-duty personal use  
1=No other vehicle is available for personal use  
1=Vehicle is used primarily by a more than 5% owner  
1=Prohibit employee personal use of vehicles  
1=Prohibit employee use, except commuting  
1=Treat all use of vehicles as personal use  
1=Provide more than five vehicles and retain information  
1=Meet qualified automobile demonstration requirements  
Gasoline, lube, oil  
Date Sold or Disposed of (m/d/y or -m/d/y)  
Expenses of Sale or exchange  
Sales Price (-1=none)

\* 1=half-year; 2=mid-qtr - The conversion defaults to half-year for all assets unless you use the override.

**Note:** You should print the current year TaxWorks Depreciation Schedules when reviewing the accuracy of the Depreciation Conversion.

### **Depreciation - Direct Input**

Form  
Number of Form  
Date Placed in Service  
Cost or Basis  
Recovery Period  
Convention: 1=HY, 2=MQ  
Method: 1=200DB, 2=150DB, 3=SL

### **Depreciation Direct Input (4562) (Continued)**

Description of Property  
Form (See Table)  
Number of Form  
Date Placed in Service  
Cost or Basis  
Recovery Period  
Convention: 1=HY, 2=MQ  
Method: 1=200DB, 2=150DD, 3=S/L  
Percentage of Business Use (.xxxx)  
1=No Evidence to Support Business Use Claimed  
1=No Written Evidence to Support Business Use Claimed  
1=Vehicle is Available for Off-duty Personal Use  
1=No Other Vehicle is Available for Personal Use  
1=Vehicle is Used Primarily by a More Than 5% Owner  
1=Prohibit Employee Personal Use of Vehicles  
1=Prohibit Employee Personal Use, Except Commuting  
1=Treat All Use of Vehicles as Personal Use  
1=Provide More Than Five Vehicles and Retain Information  
1=Meet Qualified Automobile Demonstration Equipment

### **Non-cash Contributions (8283)**

Donee: Name of Charitable Organization  
Donee: Street Address  
Donee: City  
Donee: State  
Donee: ZIP Code

### **Schedule A (8609) / LIH Recapture (8611)**

Building Identification Number  
1=Newly Constructed or Existing Building  
2=Section 42(e) Rehabilitation Expenditures

### **Schedule PH**

Excess Expenses/Depr. Under Section 545(B)(6): Kind of Property  
Excess Expenses/Depr. Under Section 545(B)(6): Date Acquired (m/d/y)  
Excess Expenses/Depr. Under Section 545(B)(6): Cost or Basis

### **Balance Sheet (Assets)-Ending Amounts**

Cash  
Accounts Receivable  
Less Allowance for Bad Debts  
Inventories, if Different from Screen 14  
U.S. Government Obligations  
Tax-Exempt Securities  
Other Current Assets  
Loans to Shareholders  
Mortgage and Real Estate Loans  
Other Investments  
Buildings and Other Depreciable Assets  
Less Accumulated Depreciation  
Depletable Assets  
Less Accumulated Depletion  
Land (Net of any Amortization)  
Other Assets

### **Balance Sheet (Liabilities and Capital)-Ending Amounts**

Accounts Payable  
Mortgages, Notes Payable-Current Year  
Other Current Liabilities  
Loans from Shareholders  
Mortgages, Notes Payable-Long-Term  
Other Liabilities  
Preferred Stock  
Common Stock  
Additional Paid-in Capital  
Retained Earnings: Appropriated  
Adjustments to Shareholders Equity  
Less Cost of Treasury Stock

### **Schedule M-3**

Type if Income Statement Prepared (see table)  
Voting Common Stock: 1=Any of Corporation's Voting Common Stock is Publicly Traded  
If So, Symbol of Primary U.S. Publicly Traded Voting Common Stock  
If So, That Stock's CUSIP

### **Tax Shelter Statement / Form 8886**

Entities and individuals involved in reportable transactions (note: only the first occurrence is captured, second entity is not)

## S Corporation Items to Note (1120S)

### Items to Note

Please give special attention to the following details about certain 1120S carryover information that will be captured to build the ProSeries client files used for transfer to the 2009 ProSeries Tax program. These items should be noted due to capture limitations within the TaxWorks Individual module.

- Amounts that are calculated from user input and flow directly to the tax forms can not be captured. This would include carryovers and prior year summary information.
- The following items can NOT be converted from TaxWorks, and may require manual entries in the converted files.
  - Accumulated depreciation
  - Prior year Section 179 expense
  - Carryover amounts, such as credit carryovers.
  - Data on F6 detail fields. (Totals are converted from these fields, but not the detail).
- Close attention should be paid to the items in the following list that are *CAPITALIZED / ITALICIZED*. These are the items that will be captured for the ProSeries client files, but are not necessarily a complete list of items that should be carried-over.
- One digit alphabetic codes, such as the codes in the passthrough K-1 screens, **MUST** be entered in upper case entries in order to convert.

Because of the capture limitations in the program being converted from, review of each client file to ensure completeness is necessary. Our goal is to reduce manual entry of data and information as much as possible.

## List of Converted Items: TaxWorks to ProSeries

# S Corporation Converted Items (1120S)

### Client Information

S Corporation Name  
S Corporation DBA  
Federal Identification Number  
Primary Contact  
Street Address  
City  
State  
ZIP Code  
Telephone Number  
Fax Number  
E-Mail Address  
Fiscal Year End (mm)  
Date Incorporated (m/d/y)  
Date Elected S Corp. (m/d/y)  
Business Code  
Business Activity  
Product or Service  
Accounting Method  
Other Accounting Method

### Misc. Info., Other Info., Amended Return, Schedule N

Title of Signing Officer  
Allow Preparer/IRS Discussion: 1=Yes, 2=No, 3=Blank [O]  
Own Domestic Corporation? – Name  
Own Domestic Corporation? – Street Address  
Own Domestic Corporation? – City  
Own Domestic Corporation? – State  
Own Domestic Corporation? – ZIP Code  
Own Domestic Corporation? – Federal ID Number  
Own Domestic Corporation? – Percentage Owned  
Own Domestic Corporation? – QSub Election Made  
1=S Corporation is Required to File Under Section 6111  
Tax Shelter Registration Number  
1=Issued OID Debt Instruments  
1=Corporation Owned Foreign Disregarded Entity  
Number of Forms 8858 Attached [O]  
Foreign Partnership – Name  
Foreign Partnership – EIN  
Foreign Partnership – Forms Filed  
Foreign Partnership – Tax Matters Partner  
Number of Forms 8865 Attached  
1=Corporation is a Shareholder of a Controlled Foreign Corporation  
Number of Forms 5471 Attached [O]

1=Corporation Received Distribution From, or Grantor of Foreign Trust

1=Interest in Foreign Bank Account

Name of Foreign Country

Number of Forms 8873 Attached (Extraterritorial Income Exclusion) [O]

### Shareholder Information

Shareholder Name

Identification Number

Street Address

City

State

ZIP Code

### Stock Ownership

Shareholder Name

Percentage of Stock Owned at Year End (xx.xxxxxx) [O]

### Estimates

Overpayment Applied from Prior Year

### Penalties and Interest

Form 2220 Options (see table) [O]

Optional Annualized Methods: 1=option 1, 2=option 2, blank=standard

### Cost of Goods Sold

Inventory Method: 1=Cost

Inventory Method: 1=Lower of Cost or Market

Inventory Method: Other Method

1=Rules of Section 263A Apply (9e)

### Depreciation (4562)

Description of Property

Form

Activity name or number

Category (Ctrl+T)

Date Placed in Service

1=Qualified Gulf Opportunity Zone asset

Cost or Basis

Current Section 179 expense

Method

Life or Class Life (Recovery Period Automatic)

1=Half-Year, 2=Mid-Quarter (1st Year Automatic) \*

Amortization Code Section

Prior Section 179 expense

Prior special depreciation allowance

Prior depreciation/amortization

AMT: Current depreciation (-1=none) [O]

AMT: Prior Depreciation (MACRS only)

Percentage of Business Use (.xxxx)

1=General asset account election

1=Qualified Indian Reservation property

1=Listed Property

1=No evidence to support business use claimed

1=No written evidence to support business use claimed

1=increase deduction limits for electric vehicle, 2=no limits

1=Vehicle is available for off-duty personal use

1=No other vehicle is available for personal use

## List of Converted Items: TaxWorks to ProSeries

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1=Prohibit employee personal use of vehicles  
1=Prohibit employee use, except commuting  
1=Treat all use of vehicles as personal use  
1=Provide more than five vehicles and retain information  
1=Meet qualified automobile demonstration requirements  
Gasoline, lube, oil  
Date Sold or Disposed of (m/d/y or -m/d/y)  
Expenses of Sale or exchange  
Sales Price (-1=none)

\* 1=half-year; 2=mid-qtr - The conversion defaults to half-year for all assets unless you use the override.

**Note:** You should print the current year TaxWorks Depreciation Schedules when reviewing the accuracy of the Depreciation Conversion.

### **Depreciation - Direct Input**

Form  
Number of Form  
Date Placed in Service  
Cost or Basis  
Recovery Period  
Convention: 1=HY, 2=MQ  
Method: 1=200DB, 2=150DB, 3=SL

### **Depreciation Direct Input (4562) (Continued)**

Description of Property  
Form (See Table)  
Number of Form  
Date Placed in Service  
Cost or Basis  
Recovery Period  
Convention: 1=HY, 2=MQ  
Method: 1=200DB, 2=150DD, 3=S/L  
Percentage of Business Use (.xxxx)  
1=No Evidence to Support Business Use Claimed  
1=No Written Evidence to Support Business Use Claimed  
1=Vehicle is Available for Off-duty Personal Use  
1=No Other Vehicle is Available for Personal Use  
1=Vehicle is Used Primarily by a More Than 5% Owner  
1=Prohibit Employee Personal Use of Vehicles  
1=Prohibit Employee Personal Use, Except Commuting  
1=Treat All Use of Vehicles as Personal Use  
1=Provide More Than Five Vehicles and Retain Information  
1=Meet Qualified Automobile Demonstration Equipment

### **Farm Income/Expenses (Schedule F)**

Principal Product  
Employer ID Number  
Accounting Method: 1=Cash, 2=Accrual  
1=Did Not "Materially Participate"  
Ending Inventory of Livestock, etc.  
Other Expenses

### **Rental Real Estate Activities (8825)**

Kind of Property  
Location of Property  
Other Expenses

### **Dispositions (Sch. D/4797/etc.)**

Description of property  
Date acquired  
Date sold  
Sales price  
Gross profit ratio (.xxxx or 1=100%)  
Current year principal payments (triggers 6252)  
Prior years' payments [O]  
Ordinary income (-1=none, triggers 4797)  
Remaining unrecaptured Section 1250 gain  
Property Received: Description  
Property Received: Date property identified  
Property Received: Date property received  
Related Party: Name  
Related Party: Address  
Related Party: City, State, Zip  
Related Party: Taxpayer ID number  
Related Party: Relationship to taxpayer  
1=Marketable Security

### **Passthrough Entity K-1 Information (Partnership only unless otherwise noted)**

Name of K-1 Entity (Partnership and Fiduciary)  
Address of K-1 Entity (Fiduciary Only)  
Employer Identification Number (Partnership and Fiduciary)  
Tax Shelter Registration Number (Partnership and Fiduciary)  
Other Income (Loss)  
Other Deductions  
Other Credits  
Other AMT Items (F)  
Other Information

### **Noncash Contributions (8283)**

Name of Charitable Organization  
Street Address  
City  
State  
ZIP Code  
Donee Employer Identification Number (of charitable org.)

### **Credits (Schedule K)**

Increasing Research Credit (6765)  
1= electing reduced credit (Section 280C)  
Indian Employment Credit (8845)  
Qualified Wages: 1993  
Qualified Health Insurance: 1993  
Other Credits – Schedule K Lines 13c – 13g  
Rental Real Estate Credits  
Other Rental Credits  
Other Credits

### **Schedule A (8609) / LIH Recapture (8611)**

Building ID Number (BIN)  
1=Newly Constructed or Existing Building, 2=Section 42(e)  
Rehabilitation Expenditures  
1=S Corporation Does Not Have Form 8609 Issued By the Housing Credit Agency

## List of Converted Items: TaxWorks to ProSeries

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Building Qualified as Part of a Low-Income Housing Project  
and Met Section 42 Requirements: 1=yes, 2=no  
1=Decrease in the Building's Qualified Basis for This Tax  
Year

Eligible Basis From Form 8609, Part II, Line 7b

Low-Income Portion (Line 2) (.xxxx) [O]

Credit Percentage from Form 8609, Part I, Line 2 (.xxxx)

Maximum Housing Credit Available from Form 8609, Part I,  
Line 1b

### **Other Schedule K Items**

Other Items and Amounts (Line 17d)

### **Balance Sheet (Assets)-Ending Amounts**

Cash

Accounts Receivable

Less Allowance for Bad Debts

Inventories (If Different from Screen 14)

U.S. Government Obligations

Tax-Exempt Securities

Other Current Assets

Loans to Shareholders

Mortgage and Real Estate Loans

Other Investments

Buildings and Other Depreciable Assets

Less Accumulated Depreciation

Depletable Assets

Less Accumulated Depletion

Land (Net of any Amortization)

Intangible Assets

Less Accumulated Amortization

Other Assets

### **Balance Sheet (Liabilities and Equity)-Ending Amounts**

Accounts Payable

Mortgages, Notes Payable - Current Year

Other Current Liabilities

Loans from Shareholders

Mortgages, Notes Payable - Long-Term

Other Liabilities

Capital Stock

Additional Paid-in Capital

Adjustments to Shareholders' Equity

Less Cost of Treasury Stock

### **Balance Sheet Miscellaneous**

Current Year Book Depreciation

Current Year Book Amortization

### **Schedule M-3**

Schedule M-3: 1=Force, 2=Suppress

Type of income statement prepared

Restatement of Corporation's Income Statement for  
Preceding Income Statement Periods