

## 2024 Business Tax Questionnaire

Business Name: \_\_\_\_\_

### Business Information

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Has the organization's address changed this year?
<input type="checkbox"/>	<input type="checkbox"/>	Has the address changed for any of the partners/shareholders?
<input type="checkbox"/>	<input type="checkbox"/>	Were there any changes to your organization documents? If yes, please provide a copy of new documents.
<input type="checkbox"/>	<input type="checkbox"/>	Has there been any change in ownership?
<input type="checkbox"/>	<input type="checkbox"/>	Was there a distribution of property or a transfer (by sale or death) of a shareholder interest during the tax year?
<input type="checkbox"/>	<input type="checkbox"/>	Have all bank accounts and credit card accounts been reconciled in your accounting record as of the end of the year? Disregard this question if we do your monthly bookkeeping.
<input type="checkbox"/>	<input type="checkbox"/>	Do you have an interest or signature authority over a financial account in a foreign country, such as a bank account, securities account or other financial account?
<input type="checkbox"/>	<input type="checkbox"/>	During the year did the business have any debt that was cancelled, forgiven or the terms modified?
<input type="checkbox"/>	<input type="checkbox"/>	Do you have any bank loans that were obtained during the year?
<input type="checkbox"/>	<input type="checkbox"/>	Did you purchase any fixed assets (major purchases) in 2024?
<input type="checkbox"/>	<input type="checkbox"/>	Did you sell, trade or dispose of any fixed assets in 2024? **Please review the depreciation schedule included in your prior year return and update any assets you no longer have.
<input type="checkbox"/>	<input type="checkbox"/>	Did you have any income from another state (other than Oklahoma)?
<input type="checkbox"/>	<input type="checkbox"/>	Did you file and/or pay sales tax to another state (other than Oklahoma)?
<input type="checkbox"/>	<input type="checkbox"/>	Did the business pay \$600 or more of labor, services, rent, etc. to any individual/non-incorporated business?
<input type="checkbox"/>	<input type="checkbox"/>	If yes, did you file required Form(s) 1099? If yes, please provide a copy
<input type="checkbox"/>	<input type="checkbox"/>	If LLC, did you file your annual certificate with OK Secretary of State?

**Reminder:** If you have a BOI Reporting responsibility (your business is registered with Secretary of State), you have to report any name, address and/or ownership changes within 30 days of the change.

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

**Note:** You must keep records, such as receipts, canceled checks, and other documents that support an item of income, a deduction, or a credit appearing on your return.