

**1120F TAX RETURN ORGANIZER**

FOR INTERNAL USE ONLY BY THE BRUNTON – MCCARTHY CPA FIRM CHARTERED

**TAX YEAR ENDED:** Month \_\_\_\_\_ Year \_\_\_\_\_**CURRENT DATE** \_\_\_\_\_

TO AVOID DELAY WITH YOUR RETURN PLEASE ANSWER ALL QUESTIONS AND PROVIDE COPIES OF ALL NECESSARY DOCUMENTATION

1. Name of Corporation \_\_\_\_\_ Telephones: Home \_\_\_\_\_ Office \_\_\_\_\_
2. Address \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_  
 \_\_\_\_\_ Email \_\_\_\_\_
3. U.S. taxpayer identification number, if any \_\_\_\_\_
4. Country (Province) of Incorporation \_\_\_\_\_ Date of Incorporation \_\_\_\_\_
5. Name and address of individual to whom return is to be sent \_\_\_\_\_  
 Name and address of individual to whom you would like an additional copy of the return to be sent \_\_\_\_\_
6. Location of accounting records \_\_\_\_\_ Has the company ever filed a U.S. tax return? [ ] Yes [ ] No  
 If yes, indicate latest year filed \_\_\_\_\_ Please attach a copy unless it was prepared by us.
7. Did the company have any transactions with related parties? [ ] Yes [ ] No  
 If "Yes" please describe on a separate page. (Examples include rent paid between the U.S. activity and a shareholder or family member of a shareholder, loans or interest advanced or paid between the U.S. activity and a shareholder or family member of a shareholder, and business transactions with a shareholder or family member of a shareholder. These are only a few examples.)
8. Was there personal use of the company's U.S. real estate? [ ] Yes [ ] No  
 If "Yes" please indicate number of days: No. days personal use \_\_\_\_\_ No. days rented \_\_\_\_\_ No. days vacant \_\_\_\_\_
9. During the "vacant" days, was the property offered for rent? [ ] Yes [ ] No
10. Please attach a copy of the corporation's worldwide financial statements.
11. During the year did the corporation incur any interest expense anywhere in the world? [ ] Yes [ ] No  
 If yes, please provide the following for the year: (Please state the currency in which the data is provided)
  - a) Interest expense: i) Total worldwide \_\_\_\_\_ ii) Portion incurred in U.S. activity \_\_\_\_\_
  - b) For the portion of interest incurred in the U.S. activity: i) Name of payee \_\_\_\_\_
  - ii) Country where payee is located \_\_\_\_\_ c) Was any non-U.S. debt payable in US dollars: [ ] Yes [ ] No
  - d) Average interest rate: i) in the U.S. \_\_\_\_\_ ii) in the home country \_\_\_\_\_
12. Was the corporation engaged in a U.S. trade or business during the year? [ ] Yes [ ] No  
 If yes, describe. \_\_\_\_\_
13. Did the corporation have an office or other fixed place of business in the U.S. during the year? [ ] Yes [ ] No
14. Did the corporation have employees in the U.S.? [ ] Yes [ ] No

15. Did the corporation receive any U.S. income during the year other than rental income from its U.S. real estate?  Yes  No  
If yes, please give details, including name and amount. \_\_\_\_\_
16. Did the corporation pay any U.S. federal or State corporate income taxes?  Yes  No  
If "Yes", please provide details including date paid. \_\_\_\_\_
17. Did the corporation have a permanent establishment in the U.S.?  Yes  No
18. Did the corporation own directly or indirectly 50% or more of the voting stock of any U.S. corporation?  Yes  No
19. Did any individual, (or corporation, partnership, trust or association) own directly or indirectly 25% or more of the corporation's stock or equity at any time during the tax year?  Yes  No  
If "Yes" please list: a) Name \_\_\_\_\_, b) Address \_\_\_\_\_  
c) % owned \_\_\_\_\_. d) Was the same % owned at year-end?  Yes  No
20. Is the company's income subject to tax in a country other than the U.S.?  Yes  No  
If "Yes" provide details \_\_\_\_\_
21. Provide the name of any agent the corporation had in the U.S. during the year. \_\_\_\_\_

**REAL ESTATE OWNED OR SOLD**

If we previously prepared a return for you, please provide information on changes or additions since the last tax return was prepared. For each U.S. property please attach a copy of the Deed and Settlement Statement from the purchase and provide:

22. Type of Property (i.e. home/condo) \_\_\_\_\_ Date Purchased \_\_\_\_\_
23. Property Address \_\_\_\_\_
24. Cost \_\_\_\_\_ Was the property purchased furnished or unfurnished?  Furnished  Unfurnished
25. If purchased furnished, what is a reasonable portion of the purchase price to allocate to the value of the furnishings \_\_\_\_\_  
(Please state the currency in which the data is provided)

	Description	Date	Cost
26. Subsequent Improvements:	_____	_____	_____
27. Assessments for Improvements	_____	_____	_____
28. Furnishings Purchased:	_____	_____	_____

**U.S. REAL ESTATE RENTALS**

For each U.S. property for which the corporation received rental income during the year please provide the following and please state the currency in which the data is provided:

29. Address: \_\_\_\_\_
30. Rental income received \_\_\_\_\_ Expenses (list expenses below or attach home country tax return)
31. Advertising \_\_\_\_\_ Insurance \_\_\_\_\_ Utilities \_\_\_\_\_  
Cleaning & Maintenance \_\_\_\_\_ Repairs \_\_\_\_\_ Repair Assessments \_\_\_\_\_  
Commissions \_\_\_\_\_ Taxes \_\_\_\_\_ Other (Describe) \_\_\_\_\_
32. Interest a) Amount of interest \_\_\_\_\_ b) Original length of loan (no. of years) \_\_\_\_\_  
c) The person or entity to whom you pay interest is resident (located) in what country? \_\_\_\_\_
33. In what currency is the above information presented? \_\_\_\_\_

34. Was all the rental income received from tenants on a written lease exceeding six months?  Yes  No
35. Was State Sales Tax collected from the tenant and paid to the state?  Yes  No  
If yes, is the State Sales Tax included in the amount for "Rental Income" listed in line 26 above?  Yes  No
36. Was County Tourist Development Tax collected from the tenant and paid to the County?  Yes  No  
If yes, is the Tourist Development Tax included in the amount for "Rental Income" listed in line 26 above?  Yes  No
37. Was County Personal Property Tax paid on the appliances and furnishings?  Yes  No
38. Have you prepared, (or will you prepare) your own 2009 County Personal Property Tax Return?  Yes  No  
If no, would you like us to prepare the County Personal Property Tax Return, if required?  Yes  No
39. Does the company have a Registered Agent in the state where it owns property, as required by state law?  Yes  No
40. Has the company obtained authorization to transact business in that state?  Yes  No
41. Has the company filed all required state corporate annual reports?  Yes  No
42. Have you answered all questions & supplied all documents requested on this questionnaire?  Yes  No  
If "No" please explain, otherwise the return may be delayed and/or the fee may be increased because of the extra time required. \_\_\_\_\_

**U.S. REAL ESTATE SOLD**

43. Did the corporation sell U.S. property during the tax year?  Yes  No  
If "Yes" please provide:
- a) Address \_\_\_\_\_
- b) Date sold \_\_\_\_\_ Selling price \_\_\_\_\_ The property was sold:  Furnished  Unfurnished  
Please attach the sales contract and closing statement (statement of adjustments), for both the purchase and sale of the property and IRS Form 8288-A for the sale, if any.
44. Please provide amounts for all expenses paid during the corporation's fiscal year up to the date of sale (Either on Line #28 above or on a separate page).
45. Will the corporation ever have any future U.S. assets or U.S. activity?  Yes  No

Signed \_\_\_\_\_

PLEASE RETURN TO: THE BRUNTON – MCCARTHY CPA FIRM CHARTERED, 4710 NW 2ND AVENUE, #101, BOCA RATON, FL 33431  
Tel (561) 241-9991 Fax (561) 241-6332 Email: [tax@taxintl.com](mailto:tax@taxintl.com) Website: [www.taxintl.com](http://www.taxintl.com)

**Please include a US \$450 retainer with this organizer.**

If you wish, retainers can be paid on-line with a credit card. Please go to our website [www.taxintl.com](http://www.taxintl.com) and scroll down to PayPal on the lower right hand side.