

**QUESTIONNAIRE FOR
 SOLE PROPRIETOR - RENTAL - FARM INCOME**

Business Name _____

General Questions:	YES	NO
Are you a registered LLC?	<input type="checkbox"/>	<input type="checkbox"/>
Was your business started or closed during 2025?	<input type="checkbox"/>	<input type="checkbox"/>
Did you buy, sell, dispose of, or transfer any property (Assets)?	<input type="checkbox"/>	<input type="checkbox"/>
Did you pay any non-employees in 2025 that would require you to file Form(s) 1099?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, did you/will you file required Forms 1099? Provide copies.	<input type="checkbox"/>	<input type="checkbox"/>
Was any of this income earned in Kansas City (subject to KC E-Tax)?	<input type="checkbox"/>	<input type="checkbox"/>
Did you participate in your business day to day during 2025?	<input type="checkbox"/>	<input type="checkbox"/>
Did you receive an Employee Retention Credit refund (ERC)?	<input type="checkbox"/>	<input type="checkbox"/>

Please provide a listing of all furniture, equipment and tools purchased for more than \$500 individually to be depreciated. List must include date purchased, description and purchase price.

Rental Properties Only: # of days used for personal _____ # of days rented or available for rent _____
 Did you purchase or sell any rental properties in 2025? If so, please include Hud Settlement Statements.

Business Mileage: I have a mileage log that details date, time, place and purpose of travel, and outside verification.
 Mileage log for 2025 # of miles for: Business _____ Commuting _____ Personal _____

Business Meals:
 Amount paid for business/client meals, and while on business travels \$ _____

BUSINESS INCOME & EXPENSES:
Please provide us with a Profit & Loss statement, general ledger, or other accounting documents (listing all income and expenses totaled by category) and any 1099's received. For rentals, this needs to be done per property.

Office in the Home:
 When claiming an "Office in the Home" deduction, I verify the space designated as an office is used exclusively, one hundred percent, in 2025 for business. The space is a room with four walls, a door and access to a restroom.
 _____ office sq. ft. _____ total sq. ft. of home

NOTES FOR PREPARER:

By signing below, I agree that all business, rental or farm income and expenses are accurately reported. I understand I am responsible for all other business tax obligations, not covered on this tax return. For the 2025 tax year, I verify that I have records, logbooks, receipts, and cancelled checks to validate both income and expenses, and will retain these records for the IRS required amount of time.

 Owner

 Date