

SMALL BUSINESS QUESTIONNAIRE

(This relates to your **Schedule C** activity)

Please complete, sign and date, and return this form to Nelson CPAs, LLC as soon as possible. We cannot prepare your income tax return until we have this information.

1. Does your business operate as an LLC that has been registered with Minnesota Secretary of State?

Yes No

If yes, fill out the name of your LLC here: _____

2. Does your business have an EIN?

Yes No Applied for

If yes, include the number here: _____

3. Did you file your annual registration with MN Secretary of State for 2018?

Yes No, I'll do my own No, please do it for me

4. Do you have a home office? Remember, you must use part of your home **exclusively** and **regularly** as your principal place of business or as a place where you meet patients, clients, or customers.

Yes No

If yes, provide home office information with your tax documents as outlined on your organizer. If your home office is new this year, complete the Home Office Worksheet found on our website or call us for a copy.

5. Do you use a vehicle in your business?

Yes No

If yes, fill out the Vehicle Expense Worksheet & include with your tax documents. The form can be found on our website or call us for a copy. Make sure to answer all of the questions and sign the worksheet.

6. Do you do business in any other state? (e.g. sales, speaking engagements, internet sales, etc.)

Yes No

If yes, contact us to discuss or include income and expense detail by state with your tax documents.

Please contact Nelson CPAs, LLC with any questions (651-455-4621).

Print Name

Signature

Date