

# 2023 Business Tax Checklist

Bridge Financial Stuart · 119 SW 6th St · Stuart, FL 34994 · (T) 772-419-8998

Bridge Financial Juno: 13700 US HWY 1 Ste 104 · Juno Beach, FL 33408

Income to you and your Company	Totals
Gross Revenue	
Returns	
How much did you pay (transfer) to yourself?	

Common Deductions	Amount
Salaries (w2's not 1099) Provide Payroll Report	
Repairs & maintenance	
Rents	
Sales taxes paid to FL DOR	
Interest paid on credit cards, or loans	
Advertising	
Accounting, bookkeeping & payroll fees	
Auto fuel	
Auto insurance	
Auto interest	
Auto repairs, oil changes, car washes, etc.	
Bank charges (statements, banking fees)	
Merchant fees from accepting credit cards	
Computer expenses	
Dues and subscriptions	
Gifts to clients	
Insurance: health	
Insurance: general liability	
Insurance: workers compensation	
Laundry and dry cleaning	
Legal and professional fees	
Meals and entertainment	
Office expenses	
Outside services (1099s or companies paid)	
Postage	
Security	
Supplies	
Purchases (items considered inventory)	
Telephone	
Small tools	
Travel	
Uniforms	
Utilities	

Balance Sheet Items. Balances as of 12/31/23	12.31 Balance
<b>Assets</b>	
Total Cash in all business bank accounts	
Inventory value as of December 31, 2023	
<b>Liabilities</b>	
Credit Card Balance as of 12/31/23	
Auto loan Balance as of 12/31/23	
Loans owed to shareholders as of 12/31/23	

Information for each owner
Name
Address
Social Security Number
Percentage ownership

Info needed for us to produce 1099s:
Contractor Name _____
Social or EIN _____
Address _____
Amount of 2022 compensation

Major Assets Purchased for your business?
Type of Asset _____
Make & Model _____
Amount paid _____
Date of purchase

BOOKKEEPERS EXTRAORDINAIRE
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Important Phone Numbers:
Bridge Financial, 1-888-401K-IRA
IRS: 800-829-1040
FL Dept. of Revenue 800-352-3671

Did you file your annual report?
Deadline is May 1st, don't wait!
Visit sunbiz.org
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Update any info, and pay annual fee

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