

Infinite Tax Solutions, LLC

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* Tax Return Preparation

* Tax Planning

* Audit Defense

* Account Resolution

New Entity Worksheet

To facilitate the creation of a new Colorado entity, please review the following questions and provide answers in the spaces provided. Please let us know if you are unclear about any of the items below:

1) What type of Entity do you wish to create?

- ☐ Corporation
☐ S Corporation
☐ LLC

2) If LLC, will the entity be member-managed or manager-managed? Please list the name of the manager(s), if applicable.

- ☐ Member-managed
☐ Manager-managed _____

3) What is the name that you desire to use?

4) Who will be the entity incorporator/organizer? (This does not indicate ownership, merely the party initiating the creation of the entity)

5) Please provide the name of one principal officer, general partner, etc.?

6) What is their Social Security Number? (The IRS requires this in order to obtain an EIN)

7) Will the effective date of the entity be delayed or do you want it to become effective immediately upon filing of the articles of incorporation? If delayed, what date shall the entity be deemed effective? _____

8) How many shares of stock/membership units do you want to authorize?

9) Do you want someone other than Infinite Tax Solutions, LLC to act as registered agent?

- ☐ No
☐ Yes (please specify name and address) _____

10) What is your principal office address?

11) What county is your principal office located in?

12) What is your entity's principal mailing address? (If different than principal office?)

13) What month do you want your accounting year to end? (i.e., fiscal vs. calendar year)?

14) What type of accounting method will be used for the business?

- ☐ Cash
☐ Accrual
☐ Other

15) Does this business own a highway motor vehicle with a taxable gross weight of 55,000 pounds or more?

- ☐ No
☐ Yes

16) Does your business involve gambling/wagering?

- ☐ No
☐ Yes

17) Does your business need to file Form 720, Quarterly Federal Excise Tax Return for any previously incurred excise taxes? Answer no if starting a new business.

- ☐ No
☐ Yes

18) Does your business sell or manufacture alcohol, tobacco or firearms?

- ☐ No
☐ Yes

19) What is the highest number of employees you expect to employ in the next twelve months? (If you do not expect any employees, please enter 0 in the following categories).

- ☐ Agriculture _____ (number of employees)
☐ Household _____ (number of employees)
☐ Other _____ (number of employees)

20) What is the first date wages, if any, will be paid? (Month, day, year)?

21) Please describe the principal activity of your business (i.e. Services, sales, manufacturing, etc.):

22) Indicate principal line of merchandise sold; specific construction work done; products produced; or services rendered:_____

23) Has this entity that you created ever applied for an employee identification number at any other time? If yes, when, where, what was the name of the company and what was the previous EIN?

24) What is the business telephone and fax number?

Telephone: ()

Fax: ()

25) Who are the company's shareholders or members and how many shares or percentage of the company do they own?

<u>Shareholder Name</u>	<u>Shares or % Owned</u>
_____	_____
_____	_____
_____	_____

26) If a corporation, please indicate the initial officers of the company and their positions? Please note that more than one person can be listed to fill more than one position. State law requires that the positions of President and Secretary are required, but others may be added at any time (i.e., Vice President, Treasurer, etc.).

<u>Officers Name</u>	<u>Position Held</u>
_____	_____
_____	_____
_____	_____

27) If a corporation, please list the initial directors of the corporation. These could be the same as the Officers.

<u>Directors Name</u>

