



**FORM 11652 – QUESTIONNAIRE & SUPPORTING DOCUMENTATION FOR 1040 SCHEDULE C  
(PROFIT OR LOSS FROM BUSINESS)**

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Business Website: \_\_\_\_\_

1. Please provide a description of your business. (i.e. type of work, product sold, service provided, hours of operation, where business is conducted, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Did you receive Form/s 1099 MISC for the income reported? \_\_\_\_ Y \_\_\_\_ N

3. If you did not receive Form/s 1099 MISC for the income reported, provide a copy of the record of income showing the customer name. Also, include the Social Security or employer identification number (EIN), if available.

\_\_\_\_\_  
\_\_\_\_\_

4. Is a license a requirement of your occupation? \_\_\_\_ Y \_\_\_\_ N

5. Do you have a business license? \_\_\_\_ Y \_\_\_\_ N

6. How do you advertise for business? (Please submit copies of your advertisement & paid receipts): Newspaper \_\_\_\_ Website \_\_\_\_ Email \_\_\_\_ Flyers \_\_\_\_ Other \_\_\_\_\_

7. By law you are required to keep adequate records. What type of records do you maintain to verify business income & expenses? (Please check all that apply):  
Accounting records \_\_\_\_ Computer records \_\_\_\_ Business Bank Accts \_\_\_\_ Advertising \_\_\_\_  
Paid Invoices/Receipts \_\_\_\_ Log Books \_\_\_\_ Ledger \_\_\_\_ Suppliers \_\_\_\_

8. Did you file state &/or local sales tax returns for the tax year? \_\_\_\_ Y \_\_\_\_ N

***This form is used by the IRS in an Audit. Please use this as a tool for the information we need to complete your tax return.***