

Federal Forms and Schedules to Include

Individual (Resident)	C Corporation	S Corporation	Partnership-LLC
1040 pages 1-2 or equivalents (always)	1120 pages 1-5	1120S pages 1-4	1065 pages 1-5
W-2s	4562	Schedules K-1	Schedules K-1
Schedule(s) C pages 1-2	4797	4562	4562
Schedule E pages 1-2	7004 Ext Req	4797	4797
Schedule(s) K-1 from 1120-S	Statements*	8825	8825
Schedule(s) K-1 from 1065		7004 Ext Req	7004 Ext Req
4797		Statements*	Statements*
Schedule F			
4835			
Statements*			
Schedule A (if claiming 2106 expenses)			
2106 (if claiming unreimbursed employee business expenses and the form is required to be prepared by the IRS; also applies to non-residents)			
4868 extension request or equivalent (file by the original due date and attach a copy with the return when it is filed)			
1099-MISC (as payer—not as recipient; copies of Forms 1099-MISC issued to the IRS should also be sent to Findlay)			

* Most of the return preparation software applications generate supporting or supplemental “statements” that should be included with the filing.

Non-resident individuals should attach any Federal form or schedule that impacts the Findlay return. If you are a sole proprietor who operates a business in Findlay, please attach pages 1 and 2 of your Schedule C, even if page 2 is blank. If you own rental property in Findlay, please attach pages 1 and 2 of your Schedule E. If you sell your rental property within Findlay or sell your building in which you operated your business within Findlay, please attach Form 4797. If you are a non-resident employee who is claiming unreimbursed employee business expenses, please attach pages 1 and 2 of your Federal 1040, Schedule A, and Form 2106, if the 2106 is required to be prepared by the IRS.

If you moved to or from Findlay during the year, please include the date(s) of your move(s) on the spaces provided at the upper-right corner on the front of the Findlay return. If you started and/or stopped conducting business within Findlay during the year, please include the effective dates in these same spaces.

If you changed employers or started and/or stopped working in Findlay, or started and/or stopped working in another community while you lived in Findlay, please write the effective date(s) of employment on your W-2 forms.

If you have requested an extension to file your Federal income tax return, you may request an automatic extension to file your Findlay income tax return. The initial request, or an equivalent, should be submitted by the original due date of the return and then a copy should also be attached to the actual return when it is filed. The extension is for filing the return, not for paying the tax. Interest is due on any tax not paid by the original due date or by the estimate payment due dates.

Please include a daytime phone number at which we can we can call you or leave a message.