



Lancaster CPA

Real Estate Tax Experts

Patricia Lancaster, CPA, CFP®

www.PatriciaLancaster.com/Realtors




Realtors + Taxes

Lancaster CPA

At minimum, 32% of your profits will go towards taxes. Learn how to reduce your tax bill and audit-proof your business.

W2 versus 1099: What it means to be an SBO
 The IRS considers you a Small Business Owners, SBO. This means new tax strategies and responsibilities.

Deducting and Tracking Business Expenses
 Deducting travel, meals, entertainment, and 40+ other deductions. Ensure no business deduction is missed with our FREE Realtor's Expense Tracker.

Filing Estimated Taxes
 Learn how to file quarterly estimated tax payments required once you're profitable.

Mileage & Home Office Deduction
 Maximize your car, mileage, and home office deduction.

Recordkeeping & The IRS
 Audit-proof your small business.

Choosing the Best Business Entity
 Choose Wisely: Sole Proprietor, Partnership, LLC, S-Corp, etc.

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Power Point Slides

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> Healthcare and Retirement Planning

Realtor's Expense Tracker & Deduction Checklist

FREE

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Gas	\$ -	Employment Taxes (SS, Medicare, FUTA)	\$ -
Other Auto Expenses	\$ -	Business License and Permits (RE License)	\$ -
COMMISSIONS & FEES, Line 10	\$ -	Real Estate and Property Tax	\$ -
Ex: Commissions to other agents	\$ -		\$ -
CONTRACT LABOR, Line 11	\$ -		\$ -
Ex: Temporary help, janitor	\$ -		\$ -
OFFICE EQUIPMENT, Line 13	\$ -		\$ -
Ex: Laptop, software, printer	\$ -		\$ -
EMPLOYEE BENEFITS, Line 14	\$ -		\$ -
Ex: Accident and health plans, life insurance	\$ -		\$ -
INSURANCE, Line 15	\$ -		\$ -
Ex: Business insurance (other)	\$ -		\$ -
INTEREST, Line 16	\$ -		\$ -
Ex: Mortgage interest (other)	\$ -		\$ -
Other expenses (check all that apply)	\$ -		\$ -
LEGAL & PROFESSIONAL, Line 17	\$ -		\$ -
	\$ -		\$ -

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Checklists

Click to Download one of our checklists. Please share any checklist you find useful. Thanks!




Checklist
For Income Tax Return
Filing Deadline: April 15
www.PatriciaLancaster.com

Super useful checklist to ensure you bring all the relevant information to your tax prep appointment!




Checklist
For Income Tax Return
Small Business Owners
Filing Deadline: April 15
www.PatriciaLancaster.com


Let's ensure that you have all the information need to complete your return and never miss a single deduction



NEW TAX BILL
Tax Cuts and Jobs Act of 2017
How it affects Individuals, Real Estate Investors, and Small Business Owners
GSI Deduction
www.PatriciaLancaster.com
Tax Bill passed on Dec. 22, 2017.




Checklist
Deductions for Real Estate Agents



Schedule C Summary (for your CPA)
Real Estate Agents

CONTRACT LAROS, line 12	Exclusion (b) 1
OFFICE EQUIPMENT, line 13	Keys and Lockbox
EMPLOYEE BENEFITS, line 14	Living & Selling Expenses
INSURANCE, line 15	Miscellaneous
INTEREST, line 16	MILEAGE, line 9
Other Interest (see line 16)	Business Miles
Mortgage	Commuting Miles
LEGAL & PROFESSIONAL, line 17	Personal Miles
OFFICE EXPENSE, line 18	Total Miles
Business Cards	Mileage Deduction (24 547) (see line 17)
Cell Phone	Business Miles Percentage
Broker Fees	HOME OFFICE
Internet	Total Square Footage of Home
Postage and Shipping	Home Office Square Footage
Printing Costs	Home Office as % of Home
Other Expenses	Unaffiliated Deductions

Complete this Schedule C Summary for



Tax Deduction Checklist for RENTAL PROPERTY

AGENDA

1. IRS Perspective
2. What's My Tax Rate
3. Deductions & Tracking Expenses
4. Realtor's Expense Tracker (Excel)
5. Form 1099
6. Estimated Tax Payments
7. Mileage & Home Office
8. Business Entity: Sole Proprietor vs LLC or S-Corp

IRS PERSPECTIVE

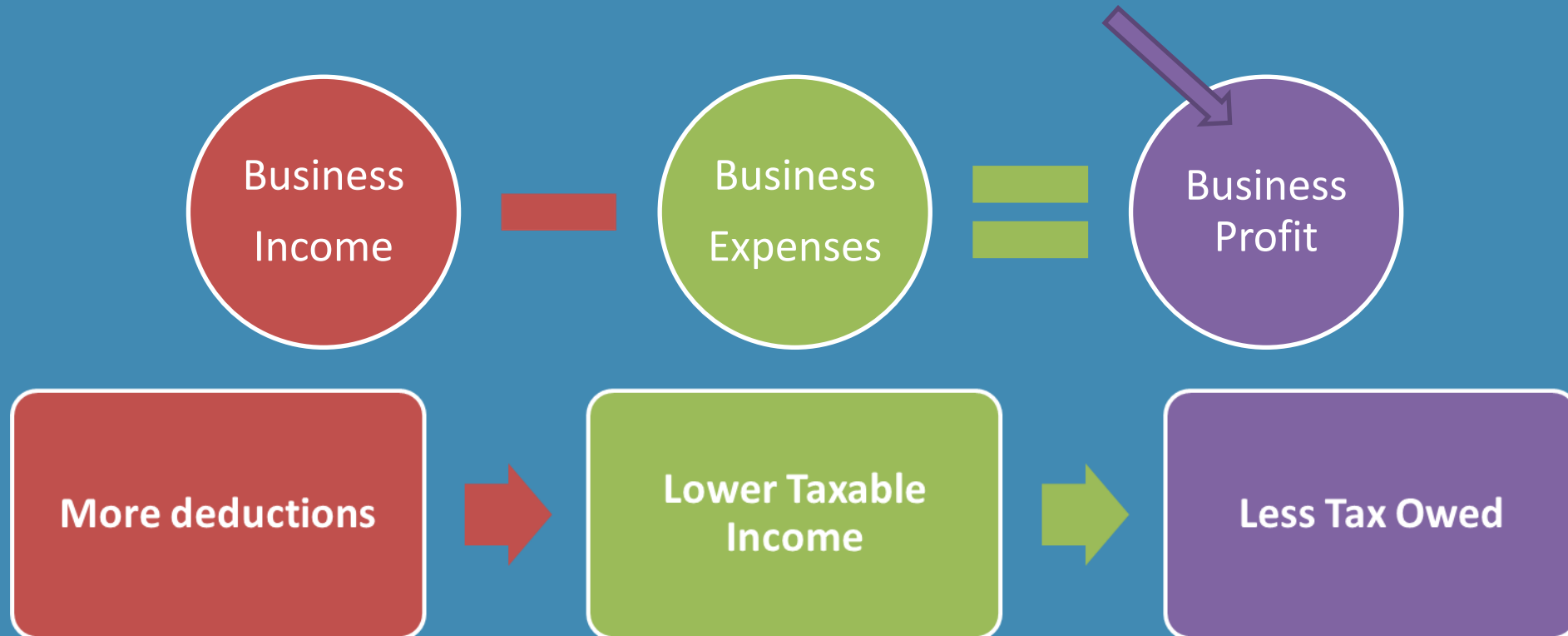
- You are a small business owner.
- You are responsible for:
 - ☐ Record keeping.
 - ☐ Complete, accurate, and timely filed tax return.
 - ☐ Computing and Paying your taxes (quarterly).

LANCASTER CPA PERSPECTIVE

- You have access to strategies that regular employees do not have.
- Gone are the days when you could self-prepare your tax return.
- Tax planning takes place throughout the year – RELATIONSHIP!

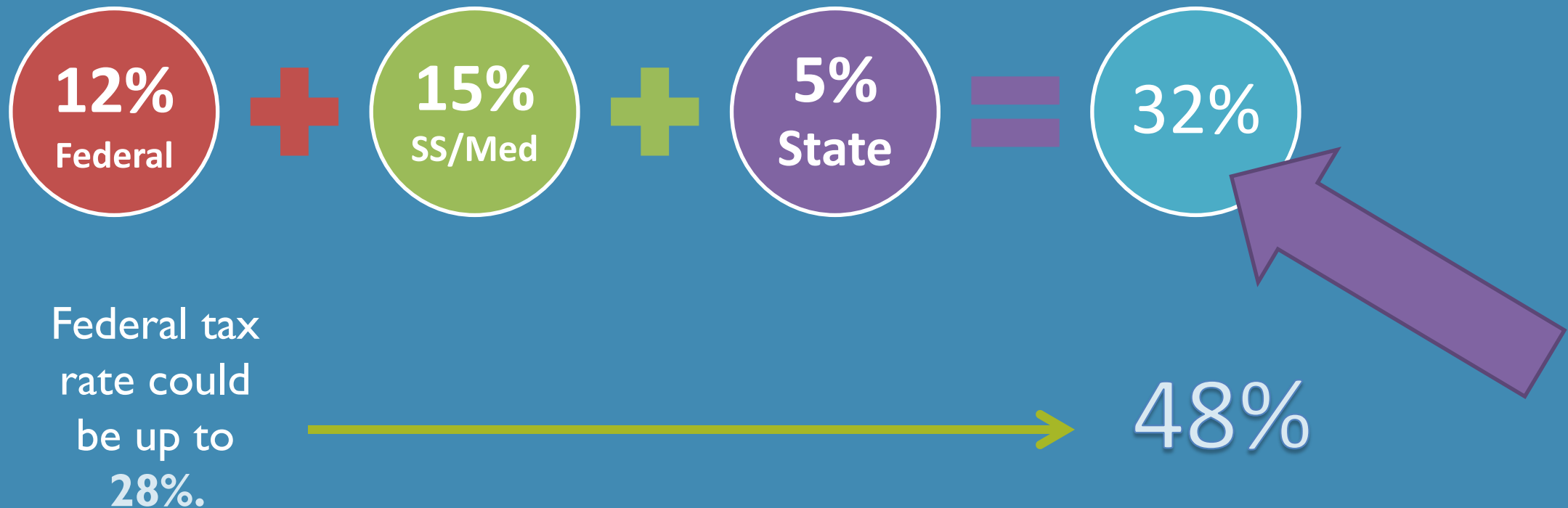
PAY TAXES ONLY ON YOUR PROFITS!

You do not **pay tax** on your total commission check.
You only pay tax **on your profit!**



WHAT'S MY TAX RATE?

You do not **pay tax** on your total commission check. You only pay tax on your profit!



TAX TABLE 2018-2025

Under the new tax bill, all tax brackets were widened and every tax rate was decreased 2-4%

Income Tax Rate		Income Levels for Those Filing As:	
<u>2017</u>	2018-2025	Single	Married-Joint
10%	10%	\$0-\$9,525	\$0-\$19,050
15%	12%	\$9,525-\$38,700	\$19,050-\$77,400
25%	22%	\$38,700-\$82,500	\$77,400-\$165,000
28%	24%	\$82,500-\$157,500	\$165,000-\$315,000
33%	32%	\$157,500-\$200,000	\$315,000-\$400,000
33%-35%	35%	\$200,000-\$500,000	\$400,000-\$600,000
39.6%	37%	\$500,000+	\$600,000+

HOH (WITH ONE KID)

SINGLE (WITH TWO KIDS)

Realtor Commission (1099-NEC)

\$125,079

\$36,869

- Expenses

- \$ 34,214 **27%**

- \$ 8,131 **22%**

= Realtor Profit (Sch C)

= \$ 90,865

= \$28,738

AGI (Adj Gross Income)

\$ 84,445

\$ 37,580

- Standard Deduction for HOH

- \$ 18,800

- \$ 12,550

- QBI Deduction

- \$ 13,129

- \$ 5,006

= Taxable Income

= \$ 52,516

= \$ 20,024

Fed Tax

\$17,691 **12%**

\$5,265 **12%**

State Tax

\$3,068 **5%**

\$1,138 **5%**

DEDUCTIONS & EXPENSE TRACKING

- ILLEGAL: Tax Evasion
- LEGAL & Ethical: **Tax Avoidance**
- Open a **separate checking** account for your business.
- Every expense you fail to track is worth a minimum of 32% back in your pocket.

\$100 worth of receipts = \$32 in tax savings

RECORDKEEPING

- If audited, you will have to **produce receipts**, not just bank records.
- **Keep tax records for 3-6 years** since the IRS can look back up to 3 years (in most circumstances).

OTHER COMMON DEDUCTIONS

- Advertising
- Business Coaching
- Business Travel (*be careful*)
- **Car** (*Mileage deduction*)
- Car Loan Interest (*portion*)
- Cell Phone (*portion*)
- Client Gifts (*\$25/yr per client*)
- Continuing Ed
- E&O Insurance
- Home Internet (*portion*)
- **Home Office**
- Legal and Accounting/Tax
- Listing, Staging, Selling
- **Meals**
- Office/Broker Fees
- Professional Dues (*MLS, SUPRA*)
- Software, Business Apps
- Supplies

MEALS

- Meals are **ONLY** deductible when you are taking a potential client or business associate for a meal. In other words, you paid and the receipt will show 2+ meal items.
- Colleagues dining “*dutch*” is not and never has been deductible – even if you discuss business the entire meal.

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Realtor's Expense Tracker & Deduction Checklist

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Employment Taxes (SS, Medicare, FUTA)	\$ -
Business License and Permits (RE License)	\$ -
Real Estate and Property Tax	\$ -
TITLE INSURANCE	\$ -
COMMERCIAL RENTALS	\$ -
TRAVEL EXPENSES	\$ -
TELEPHONE CHARGES	\$ -
Client Gifts (\$25 limitation)	\$ -
Club/Organizational Dues (\$100 limit)	\$ -
Courier Costs	\$ -
Education	\$ -

To get the free Realtor's Expense Tracker (Excel), you must subscribe to our email list.

Income	Included in case you like to track your business income. Ex: Commission Check	1
Ad Agency Fees		8
Classified Advertising		8
Imprinted Small gifts	Imprinted small gifts are considered Promotional items (such as magnets, pens, key chains). They are not subject to the \$25 per year per recipient rule. Tip: Non-imprinted client gifts (reported on line 27) are subject to the \$25 limitation. Therefore, you may to gift a	8
		8
		8
	ings on search	8
		8
		8
		8
	ts.	8
	ing hits and	8
	\$5 per mile) rather rather than tracking	9
		9
	on was reported to	10
	ded elsewhere (like	11
	stment property	
Office Equipment	Ex: Laptop, computer software, camera, GPS, cell phone device, printers, furniture, vehicles, computer software, telephone answering machine. (AKA: <i>depreciation expense</i>) Tip: Certain equipment purchases are considered an investment property and as such, you do not deduct the entire cost of the property. Instead, such property must be depreciated (with some exceptions). Rely on your CPA for calculating depreciation and determine which purchases meet the exception.	13
Employee Benefits	Ex: Includes accident and health plans, group term life insurance, and dependent care assistance programs. Tip: This rarely applies to RE Agents....	14
Business expenses (other)		15

www.PatriciaLancaster.com/Realtors

Card/	Debit or				
Date	Chk	Payee/Description	(credit)	Notes	Expense Category
1/1/2015		AL.com	\$189.00	Online Ad	Advertising
1/2/2015		Huntsville Times	\$189.00	Real Estate Ad	Advertising
1/3/2015		Chevron	\$39.42	Gas	Auto
1/4/2015	1234	Judy Realtor	\$250.00	check	Commissions_and_Fees
1/5/2015		Best			Contract_Labor
1/6/2015		Sm			Office_Equipment
1/7/2015		Ban			
1/8/2015		Lan			
1/9/2015		Vista			
1/10/2015		Hon			
1/11/2015		Best			
1/12/2015		Wal			
1/13/2015		AL F			
1/14/2015		Mar			
1/15/2015		Zoe			
1/16/2015	1235	Roll Tide Program	\$100.00	Football ticket, client J. Vainain	Meals_and_Entertainment
1/17/2015		Suzy Assistant	\$1,000.00	ABC Virtual Assistant INC	Contract Labor

EXPENSE TRACKER

Easy to Use
Easy to Filter
Automated Summary for CPA

ADVERTISING, Line 8	\$ 1,134.19	PENSION & PROFIT SHARING, Line 19	\$ -
Ad Agency Fees	\$ -	Ex: contributions made on behalf of employees	
Classified Advertising	\$ -		
Imprinted Small gifts	\$ 24.99	RENT, Line 20	\$ 129.00
Logo/Clothing			\$ 129.00
Marketing Materials			\$ -
Online Advertising			
Print Advertising			\$ 139.00
Promotional Expense			
INSURANCE, Line 15	\$ 532.00		
Business Insurance (o	\$ 3.00		
Error and Omission In	\$ 25.00		
INTEREST, Line 16	\$ 145.00		
Mortgage (other than	\$ -		
Other Interest (ex: O	\$ 199.00		
LEGAL & PROFESSION	\$ -		
Ex: Legal, accounting	\$ -		
OFFICE EXPENSE, Line 18	\$ 69.36	Open Houses	\$ -
Business Cards	\$ 69.36	Photographs	\$ -
Cleaning Supplies	\$ -	Publications & Subscriptions	\$ -
Copying Expenses	\$ -	State Unemployment Insurance	\$ 160.00
Decorative Items	\$ -		

Any Expense keyed into the "Expense Log" will automatically flow into the "Summary for CPA"

Form 1099: Due Jan 31st

Did you pay any contractor \$600+ this year?

DUE
JAN 31

<input type="checkbox"/> VOID <input type="checkbox"/> CORRECTED		OMB No. 1545-0047
PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no. Tina Turner Realtor 121 Main St Madison AL 35758		202 Form 1099-NEC
1 Nonemployee compensation \$ 601		
PAYER'S TIN XX-XXXXXXX	RECIPIENT'S TIN XX-XXXXXXX	2
RECIPIENT'S name ABC Photographer LLC		3
Street address (including apt. no.) 123 Sesame St		4 Federal income tax withheld \$
City or town, state or province, country, and ZIP or foreign postal code Huntsville , AL 35801		
FATCA filing requirement <input type="checkbox"/>		
Account number (see instructions)	5 State tax withheld \$	6 State/Payer's \$

Form 1099-NEC www.irs.gov/Form1099NEC Department

Form W-9



Form 1099-NEC

Form 1099: Due Jan 31st

- Failure to file the form could result in a penalty as much as \$1,000 per each omitted, late, or incorrect 1099-Misc.
- Also, copies of 1099s and summary returns are due to the IRS (Form 1096) and the State (Form-96) by January 31st.
- The problem you may encounter is those subcontractors that don't want you to issue them a 1099. Make sure you get them to fill out a W-9 form **before** you issue them a payment.

W-9
Form (Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) ▶

Exemption from FATCA reporting code (if any) ▶

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6 City, state, and ZIP code

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

OR

Employer identification number

Part II Certification

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

ESTIMATED TAX PAYMENTS:

You owe it once you are profitable!!

Form 1040-ES Department of the Treasury Internal Revenue Service		Estimated Tax		Payment Voucher 1 OMB No. 1545-0074	
File only if you are making a payment of estimated tax by check or money order. Mail this voucher with your check or money order payable to "United States Treasury." Write your social security number and "2018 Form 1040-ES" on your check or money order. Do not send cash. Enclose, but do not staple or attach, your payment with this voucher.				Calendar year—Due April 17, 2018	
				Amount of estimated tax you are paying by check or money order.	
Print or type	Your first name and initial		Your last name		Your social se
	If joint payment, complete for spouse				
	Spouse's first name and initial		Spouse's last name		Spouse's social
	Address (number, street, and apt. no.)				
	City, state, and ZIP code. (If a foreign address, enter city, also complete spaces below.)				
	Foreign country name		Foreign province/county		Foreign postal
For Privacy Act and Paperwork Reduction Act Notice, see instructions.					

CHECK IT OFF AS
IT'S DUE!

<input type="checkbox"/>	Voucher 1: Apr. 15
<input type="checkbox"/>	Voucher 2: June 15
<input type="checkbox"/>	Voucher 3: Sept. 15
<input type="checkbox"/>	Voucher 4: Jan 15

QETP PENALTIES

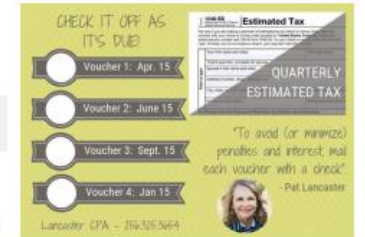
1. Not Filing
2. Not Paying
3. Underpaying

Filing QETPs

Quarterly Estimated Tax Payments (QETP) for Small Business Owners (SBO)

1 What is QETP?

Quarterly estimated tax is the method used to pay Social Security, Medicare, and income taxes because you do not have an employer withholding these taxes for you. [Form 1040-ES, Estimated Tax for Individuals](#) is used to figure these taxes. **To determine the amount you should remit with each voucher, I highly recommend that you consult your CPA.**



2 When are QETP Due?

Each quarter, profitable SBOs file QETPs with both the IRS and their State via four vouchers (Form 1040-ES).

Voucher	Due Date	Federal Voucher	State Voucher
1 st Payment	April 15	Pg. 11	Pg. 1
2 nd Payment	June 15	Pg. 11	Pg. 3
3 rd Payment	Sept 15	Pg. 11	Pg. 3
4 th Payment	Jan. 17	Pg. 9	Pg. 3

3 How to file Federal QETP voucher(s):

- 3.1 **Print, Complete, and Mail** the respective voucher according to the applicable quarter. For example, print page 11 and complete voucher 1 for your first QETP due April 15th. [CLICK HERE for Federal QETP Vouchers.](#)

Mail your federal QETP Voucher.

Internal Revenue Service
P.O. Box 931100
Louisville, KY 40293-1100

- 3.2 [Or, Pay Federal Estimated Tax ONLINE:](#) The service is free if you use your banking information; Vendors charge a fee if you utilize your credit card.

4 How to file State voucher(s):

- 4.1 **Print, Complete, and Mail** the respective voucher according to the applicable quarter. For example, print page 5 and complete voucher 1 for your first QETP due April 15th.

Mail your State QETP Voucher.

Alabama Department of Revenue
Individual Estimated Tax

QUARTERLY
ESTIMATE TAX

CALCULATOR



1040-ES Department of the Treasury Internal Revenue Service	Estimated Tax	Payment Voucher
only if you are making a payment of estimated tax by check or money order. Mail this voucher with your check or money order payable to "United States Treasury." Write your social security number and "2018 Form 1040-ES" on your check or money order. Do not send 1. Enclose, but do not staple or attach, your payment with this voucher.		Calendar year Amount of esti by check or money order.
Your first name and initial	Your last name	Yc
If joint payment, complete for spouse		
Spouse's first name and initial	Spouse's last name	Sp
Address (number, street, and apt. no.)		
City, state, and ZIP code. (If a foreign address, enter city, also complete spaces below.)		
Foreign country name	Foreign province/county	Fo

on

WORTH \$0.54 PER MILE



2,000 miles per month (24K/yr) = \$12,960

"MILEAGE is likely your largest deduction so make sure you are keeping a mileage log."



Pat Lancaster, CPA, CFP www.PatriciaLancaster.com 256.325.3654



ed with using a personal vehicle for business
ion on your business drives. However, the IRS has
e.

• The IRS allows you to choose between two methods for S's, the **Standard Method** is the most advantageous, which is with your CPA about your unique tax position. **Regardless of** ge log. Finally, you are not permitted to switch between

Costs you incur each year to operate your car (gas, oil changes, etc.) multiplied by your car's business use percentage (as determined by your mileage log). The **Standard** method is simpler and requires less

5
s mile you drive.
track of how many miles you drive; you do not track actual

Can't deduct actual car operating expenses or depreciation.
are (1) interest on a car loan (2) Personal property tax; auto

[illegible]

(256) 325-3654

On your tax return, your accountant must list the total miles for each of the following categories: Business, Commuting, and Other (personal). See *Schedule C excerpt* below. Therefore, it's important to track total miles (in addition to business miles). We recommend that you routinely record your odometer throughout the year.

Part IV **Information on Your Vehicle.** Complete this part **only** if you are claiming car or truck expenses on line 9 and are not required to file Form 4562 for this business. See the instructions for line 13 to find out if you must file Form 4562.

43 When did you place your vehicle in service for business purposes? (month, day, year) ▶ / /

44 Of the total number of miles you drove your vehicle during 2014, enter the number of miles you used your vehicle for:

a Business b Commuting (see instructions) c Other

45 Was your vehicle available for personal use during off-duty hours? ☐ Yes ☐ No

46 Do you (or your spouse) have another vehicle available for personal use?. ☐ Yes ☐ No

47a Do you have evidence to support your deduction? ☐ Yes ☐ No

b If "Yes," is the evidence written? ☐ Yes ☐ No

1. **Business:** Deductible.
 - Ex: Overnight business travel, Listing Appointment, Sales Appointment, Post Office, Bank, Office Max, Client or Business Luncheon.
 - Business travel to and from your **Home Office** is generally deductible. A home office is most beneficial for deducting mileage.
 - Business travel to a **temporary business location** is generally deductible if the duration is less than one year. Ex: Builder's agent at a "model home".
2. **Commuting:** Never Deductible.
 - **Generally speaking, all** of your travel is either *Business* or *Other (personal)* if you have a **home office**. Many Realtors have a **broker office** where they work on a regular basis. Depending on your unique circumstances, your mileage to and from your broker's office may be business (deductible) or commuting (not deductible). Talk with your CPA.
3. **Other (Personal):** Never Deductible.
 - Almost no one can claim 100% business use of their vehicle. Your mileage to the grocery or church is not deductible just because you passed out your business card or spoke with a potential new client.

If you claim a **large percentage of your vehicle as business** (60% or greater), you better make sure you have an excellent mileage log to back it up. Why? Look again at the Sch C excerpt above – **Line 47a-b**. By checking the box “yes”, you have certified that you kept a mileage log – which is exactly what the IRS needs to disallow your mileage deduction in an audit when they request your mileage log. You may check the box “No”, but then you don’t get to claim the mileage deduction.

\$0.585 / BUSINESS MILE (JAN-JUNE 2022)

\$0.625 / BUSINESS MILE (JULY-DEC 2022) ↑

1,000 miles per month (12K/yr.) = **\$7,020**

1,500 miles per month (18K/yr.) = **\$10,530**

2,000 miles per month (24K/yr.) = **\$14,040**

Part IV

Information on Your Vehicle. Complete this part **only** if you are claiming car or truck expenses on line 9 and are not required to file Form 4562 for this business. See the instructions for line 13 to find out if you must file Form 4562.

43 When did you place your vehicle in service for business purposes? (month, day, year) ▶ / /

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a Business b Commuting (see instructions) c Other

45 Was your vehicle available for personal use during off-duty hours? ☐ Yes ☐ No

46 Do you (or your spouse) have another vehicle available for personal use? ☐ Yes ☐ No

47a Do you have evidence to support your deduction?  ☐ Yes ☐ No

b If "Yes," is the evidence written? ☐ Yes ☐ No

SCHEDULE C EXCERPT

Table 5-2. Daily Business Mileage and Expense Log

Name:

Date	Destination (City, Town, or Area)	Business Purpose	Odometer Readings		Miles this trip	Expenses	
			Start	Stop		Type (Gas, oil, tolls, etc.)	Amount
	Weekly Total						
Total Year-to-Date							

Source: IRS Publication 463, Cat. No. 11081L, Travel, Entertainment, Gift, and Car Expenses

IRS Example of a Mileage Log

STANDARD MILEAGE RATE: How it works:

- You deduct \$0.56 (2021) for every business mile you drive.
- It **requires less record-keeping**; you only keep track of how many miles you drive; you do not track actual expenses – gas, maintenance, repairs, etc...
- If you choose the standard mileage rate, you cannot deduct actual car operating expenses (gas, oil change, repairs, etc.) or depreciation.
- The only additional expenses you can deduct are:
 - ✓ Interest on a car loan
 - ✓ Personal property tax; auto registration fee – car tag.

WARNING:

Regardless of the mileage method you choose (Standard v. Actual), the **IRS still requires you to keep a mileage log!**

SOLE PROPRIETOR VS S-CORP OR LLC

Forming an LLC or S-Corp is an **ENORMOUS tax and accounting decision**. There is no one-size-fits all response. Consult a reputable, knowledgeable CPA **BEFORE** you do this.

Ask an Attorney:

“What can an LLC do for me as a REALTOR that my Error & Omission insurance cannot do?”

CONSULT:
KATIE@PATRICIALANCASTER.COM
(256) 325-3654

Katie: \$75 per hour

(Maximizing Realtor Business Deductions, QuickBooks)

Tiffany: \$150 per hour

(S-Corp, Partnership, LLC, Real Estate Investing)

Pat: \$200 per hour

(Like Kind or 1031 Exchange, Self-Directed IRA, Retirement Planning)

MY CHECK LIST:

- ☐ Set up a **SEPARATE bank account** (and/or credit card) for your business.
- ☐ Carefully review the **Realtor Deduction Reference** so you know what you're entitled to deduct.
- ☐ Keep a **mileage log**.
- ☐ Pay **estimated tax** EVERY quarter as soon as profitable.
- ☐ Don't forget to file **Form 1099's** in January. Don't *DIY* this.
- ☐ DO NOT form an LLC or S-Corp without **consulting a CPA FIRST**.
Get accounting and bookkeeping fees up front. (Profit \$100K)
- ☐ You should be in contact with your **CPA ROUTINELY** throughout the year for tax planning.