



The JPT Financial Newswire

A periodic newsletter from JPT Financial Solutions, Inc.

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JPT FINANCIAL SOLUTIONS, INC.

Eldercare • Advisory • Tax • Accounting

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SPECIAL TAX PREPARATION EDITION **2023 INCOME TAX & NONPROFIT RETURNS**

Happy New Year, and wishing you God's blessings in 2024. To those clients who are returning to us once again for tax preparation, we sincerely thank you for your past patronage and ask that you spread the word to your friends and family of our tax preparation services. To our new clients, we thank you in advance for your business and pledge to serve you with quality and professional customer service. Remember, we're here to help you!

In order for our firm to satisfy IRS requirements to sign-off and electronically file your return as a "paid preparer", it is required that clients remit payment to our firm upon receipt or notification of the completed tax return and prior to the electronic filing of your return. As such, payment to JPT Financial Solutions for your tax return is due upon receipt or notification of the completed tax return. A compounded 1.5% monthly interest late fee will be reflected on all past due accounts over 15 days.

In general, tax return preparation fees are calculated in proportion to the amount of work necessary to complete your return. This includes time spent assembling and reconciling documentation supplied by the client, as well as follow-up discussions with the client (verbal and/or written e-mails) for supplemental data or clarification of information received from the client.

Where necessary, our firm will request a retainer deposit payment from you in advance of tax return preparation and/or related services that are of a sizeable nature. Terms of this agreement will be shared with the client in advance as determined by our firm.

Thank you in advance for your kind assistance and for letting us be of service to you. If you have any questions please don't hesitate to contact us.

● PREPARATION OF 2023 PERSONAL INCOME TAX RETURNS

The deadline to file your federal 2023 personal income tax return is as follows:

- **Monday, April 15, 2024.** If you live in Maine or Massachusetts, you have until April 17, 2024, because of the Patriots' Day and Emancipation Day holidays.

Filing due dates by state are as follows:

- Alabama April 15, 2024
- Alaska No State Income Tax
- Arizona April 15, 2024
- Arkansas April 15, 2024
- California April 15, 2024
- Colorado April 15, 2024
- Connecticut April 15, 2024
- Delaware April 30, 2024
- Dist. Of Columbia April 15, 2024
- Florida No State Income Tax
- Georgia April 15, 2024
- Hawaii April 22, 2024
- Idaho April 18, 2024
- Illinois April 15, 2024
- Indiana April 15, 2024
- Iowa April 30, 2024
- Kansas April 15, 2024
- Kentucky April 15, 2024
- Louisiana May 15, 2024
- Maine April 15, 2024
- Maryland April 15, 2024
- Massachusetts April 17, 2024
- Michigan April 15, 2024
- Minnesota April 15, 2024
- Mississippi April 15, 2024
- Missouri April 15, 2024
- Montana April 18, 2024
- Nebraska April 15, 2024
- Nevada No State Income Tax
- New Hampshire April 15, 2024 (interest & dividends tax)
- New Jersey April 15, 2024
- New Mexico April 15, 2024
- New York April 15, 2024
- North Carolina April 15, 2024
- North Dakota April 15, 2024
- Ohio April 15, 2024

- Oklahoma April 15, 2024
- Oregon April 15, 2024
- Pennsylvania April 15, 2024
- Rhode Island April 15, 2024
- South Carolina April 15, 2024
- South Dakota No State Income Tax
- Tennessee No State Income Tax
- Texas No State Income Tax
- Utah April 15, 2024
- Vermont April 15, 2024
- Virginia May 01, 2024
- Washington No State Income Tax
- West Virginia April 15, 2024
- Wisconsin April 15, 2024
- Wyoming No State Income Tax

Please contact our office for preparation of your 2023 tax return at your earliest convenience, after you have received all necessary supporting documentation to prepare your return. Note that all federal and state tax returns prepared by our company will be electronically filed to the federal and state governments. Your returns will be prepared solely on the basis of information submitted to us by you, the tax client.

The 2023 Tax Preparation Process

Please complete and submit the forms listed below with your documentation to prepare your return. These forms can be found on the following pages within the tab labeled “Documents” on our website www.jptfinancial.com :

1.) Client Data Form

ALL clients (new and existing) are asked to complete the **Client Data Form** to ensure that we have complete up to date information for all our clients. In addition:

- (a) **NEW** clients are also required to provide our office with
 - A copy of your 2022 prior year income tax return (federal and states as applicable), and
 - Social Security cards for the taxpayer, spouse and dependents for identity verification
- (b) Existing clients with a **NEW** spouse and/or **NEW** dependent are also required to provide our office with Social Security cards for the new spouse and/or dependent for identity verification.

2.) **Engagement Contract**

ALL clients (new and existing) are asked to complete the “Personal Professional Services” **Engagement Contract**

3.) **2023 Tax Season Resources**

Scroll to the section labelled **Personal Client Resources** for required specific forms to be completed and submitted:

(a) **Tax Checklist for Preparing Personal Tax Returns**

- Read through this document, which is a general detailed recap of information and supporting documentation that is needed for tax preparation.

(b) **Personal Data**

- **ALL** clients are required to complete **ALL** fields on this form as applicable. This form is required from **ALL** clients (new and existing) every year.
- Please complete all sections of this form as follows:
 - I. Taxpayer Primary Data
 - II. Taxpayer Identification Data
 - III. Filing Status
 - IV. General Questions
 - V. Estimated Tax Payments
 - VI. Property Owner Real Estate Taxes Paid & Details
 - VII. Tenant Rent Paid & Details
 - VIII. IRS Required Questions - Digital Assets and Foreign Accounts
 - IX. Additional Information Required for all New York Taxpayers
 - X. Additional Information Required for all New Jersey Taxpayers

(c) **Dependents**

- Complete this form to include relevant information for all dependents that you claim on your tax return.

(d) **Foreign Account Filing (Including FBAR)**

- Complete this form if the taxpayer is required to file IRS Form 8938 (Statement of Specified Foreign Financial Assets) and/or FINCEN form 114, report of foreign bank and financial accounts (FBAR), to report a financial interest or signature authority over a financial account located in a foreign country.
- Provide any supplemental schedules and statements to support the foreign account filing.

(e) **Health Insurance Coverage**

- Review to determine what forms and information is required to be provided.
- **ALL TAXPAYERS**: If you have received forms 1095-A, 1095-B and/or 1095-C, please include these forms with your documents for income tax preparation. They are also needed for the reconciliation of any Premium Tax Credit received on your federal return.
- Effective 2019, the IRS at the federal level **NO LONGER** mandates individuals to carry health insurance, however the following states **DO** continue have a health insurance mandate, thus requiring residents in these states to maintain health insurance unless you qualify for an exemption:

New Jersey

California

Massachusetts

Rhode Island

Vermont

District of Columbia (Washington, D.C.)

- ALL clients in these states are required to complete these forms for all members of your “tax family”, defined as individuals for whom you are claiming a personal exemption on your tax return (generally you, your spouse with whom you are filing a joint return, and your dependents). Residents of these states may have to pay a penalty for not maintaining minimum essential health coverage.

(f) **Due Diligence Forms**

- **ALL** clients filing as Head of Household are required to complete the **HOH** due diligence form.

- **ALL** clients who are eligible for any of the following credits are required to complete the applicable due diligence forms:

CTC/ACTC/ODC (Child Tax Credit, Additional Child Tax Credit & Other Dependent Credit)

EITC (Earned Income Tax Credit)

AOTC (American Opportunity Tax Credit)

- IRS continues to significantly increase the responsibility of tax preparers to ensure that information being provided by the taxpayer to calculate these credits is complete and correct. As such, we will interview all clients who claim these credits to provide our office with adequate information to comply with this IRS mandate.

(g) Unemployment Compensation

- Complete this form if you received unemployment compensation in 2023, along with related form 1099-G as applicable. NOTE - Unfortunately the states generally do NOT mail the 1099-G to the recipient of unemployment. As such, recipients generally need to log into their state's department of labor website to print out the 1099-G form that is needed for income tax preparation.

(h) Cash Charitable Contributions

- Complete this form if you had cash related charitable contributions in 2023.

(i) Non-Cash Charitable Contributions

- Complete this form if you had non-cash related charitable contributions in 2023.

(j) Mortgage Interest Supplemental Information

- This form is required to identify the portion of the mortgage interest that can be deducted as an itemized deduction.

(k) Child & Dependent Care

- Complete this form if you had any child or dependent care expenses in 2023.

(l) Sole Proprietor Profit & Loss

- Complete this form if you operated a business as a sole proprietor in 2023.

(m) Small Employer Health Insurance Credit

- Complete this form to provide information for the calculation of the small business health insurance credit if applicable for your sole proprietorship in 2023.

(n) Auto Expense Worksheet

- Complete this form to deduct expenses of your automobile for business in 2023.

(o) Expenses for Business Use of Your Home

- Complete this form if a portion of your home was used for a sole proprietor business in 2023.

(p) Employee Business Expenses

- Complete this form to identify any non-reimbursed employee business expenses that you incurred in 2023.

(q) Sale of Capital Assets

- Complete this form for any sale of stocks, bonds, etc. in 2023. As an alternative, you can provide copies of statements that you may have which provide information that is stated on the forms. In addition, provide all copies of form 1099-B received (Proceeds from Broker Transactions).

(r) Sale of Home

- Complete this form if you sold your home in 2023. As an alternative, you can provide copies of statements that you may have which provide information that is stated on the forms. In addition, provide copy of form 1099-S (Proceeds from Real Estate Transactions) if received at closing.

(s) Energy Credits

- Complete these forms if you have incurred expenses related to special energy related deductions in 2023.

(t) Casualty and Theft Losses

- Complete this form if you had any casualty or theft loss in 2023.

(u) Rental Real Estate & Royalties

- Complete this form if you had a rental income or loss activity in 2023.

(v) **Installment Sales**

- Complete this form if you had an activity related to a sale set up on an installment basis in 2023.

(w) **Household Employment Taxes**

- Complete this form if you had any household employees (nanny tax) in 2023.

4.) Direct Deposit & Electronic Funds Withdrawal Information

Complete this form to set up a direct deposit of your tax refund and/or electronic funds withdrawal from your bank account or credit card for the payment of any income tax liability if desired.

● **PREPARATION OF 2023 BUSINESS INCOME TAX RETURNS**

The due date to file your 2023 business income tax return is as follows:

1.) Corporations & LLCs filing as Corporations

- **IRS**

Generally, a corporation must file its Form 1120 income tax return by the 15th day of the 4th month after the end of its tax year. For calendar-year filers, the filing due date for 2023 corporation returns is **Monday, April 15, 2024**. If you live in Maine or Massachusetts, you have until April 17, 2024, because of the Patriots' Day and Emancipation Day holidays.

- **States**

(a) **New Jersey** - Form CBT-100 must be filed on or before the 15th day of the fourth month following the month when the federal corporate tax return is originally due. If the due date falls on a weekend or a legal holiday, the return and payment are due on the following business day. For calendar-year files, the filing due date for the 2023 CBT-100 return is **Wednesday, May 15, 2024**.

(b) **Other States** - Please contact our office directly to discuss dates to file.

2.) S-Corporations

- **IRS**

Generally, an S-corporation must file its Form 1120-S income tax return and related K-1(s) to each shareholder by the 15th day of the 3rd month after the end of its tax year. For calendar-year filers, the filing due date for 2023 S-corporation returns is **Friday, March 15, 2024**.

- **States**

(a) **New Jersey** - Form CBT-100S must be filed on or before the 15th day of the fourth month following the month when the federal corporate tax return is originally due. If the due date falls on a weekend or a legal holiday, the return and payment are due on the following business day. For calendar-year files, the filing due date for the 2023 CBT-100S return is **Monday, April 15, 2024**.

(b) **Other States** - Please contact our office directly to discuss dates to file.

3.) **Partnerships & LLCs filing as Partnerships**

- **IRS**

Generally, a domestic partnership must file Form 1065 and related K-1(s) to each partner by the 15th day of the 3rd month following the date its tax year ended as shown at the top of Form 1065. For calendar-year filers, the filing due date for 2023 partnership returns is **Friday, March 15, 2024**.

- **States**

(a) **New Jersey** - Form CBT-1065 must be filed on or before the 15th day of the fourth month after the end of the tax year. For calendar-year files, the filing due date for the 2023 CBT-100S return is **Monday, April 15, 2024**.

(b) **Other States** - Please contact our office directly to discuss dates to file.

4.) **Sole Proprietors & LLCs filing as Sole Proprietors**

- **IRS**

Sole proprietors generally file schedule C as included in their 2023 Form 1040 personal income tax return which is due to be filed by **Monday, April 15, 2024**. If you live in Maine or Massachusetts, you have until April 17, 2024, because of the Patriots' Day and Emancipation Day holidays.

- **States**

(a) **New Jersey** – Sole proprietors generally include their federal schedule C in their 2023 form NJ-1040 personal income tax return which is due to be filed by **Monday, April 15, 2024**.

(b) **Other States** - Please contact our office directly to discuss dates to file.

Please contact our office for preparation of your 2023 tax return at your earliest convenience, after you have received all necessary supporting documentation to prepare your return. Note that all federal and state tax returns prepared by our company will be electronically filed to the federal and state governments.

Please complete and submit the forms listed below with your documentation to prepare your return. These forms can be found on the following pages within the tab labeled “Documents” on our website www.jptfinancial.com :

1.) **Client Data Form**

- Both new and existing clients are asked to complete the **Client Data Form** to ensure that we have complete up to date information for all our clients.
- In addition, new clients are also required to provide our office with a copy of your 2022 prior year business income tax return that was filed (IRS and states as applicable).

2.) **Engagement Contract**

Please complete the required “Business Professional Services” **Engagement Contract** (required for both new and existing clients)

3.) **2023 Tax Season Resources**

Scroll to the section labelled **Business Client Resources** for required specific forms to be completed and submitted (as applicable), as follows:

- **Corporations & LLCs filing as Corporations**
 - Corporation – General Data
 - Corporation – Income
 - Corporation – Deductions
 - Corporation – Questions
 - Corporation – Foreign & FBAR
- **S-Corporations**
 - S-Corp – General Data
 - S-Corp – Income
 - S-Corp – Deductions
 - S-Corp – Questions
 - S-Corp – Foreign & FBAR
- **Partnerships & LLCs filing as Corporations**
 - Partnership – General Data
 - Partnership – Income
 - Partnership – Deductions
 - Partnership – Questions
 - Partnership – Foreign & FBAR

- Sole Proprietors & LLCs filing as Sole Proprietors
 - Sole Proprietor
- Any Business to Figure the Credit for Paid Small Employer Health Insurance Premiums
 - Small Employer Health Insurance Premium

4.) **Direct Deposit & Electronic Funds Withdrawal Information**

Complete this form to set up a direct deposit of your tax refund and/or electronic funds withdrawal from your bank account or credit card for the payment of any income tax liability if desired.

Your returns will be prepared solely on the basis of information submitted to us by you, the tax client.

● **PREPARATION OF 2023 GIFT TAX RETURNS**

The due date to file your 2023 Form 709 Gift Tax return is as follows:

- Generally, you must file Form 709 no earlier than January 1, but not later than April 15, of the year after the gift was made. However, in instances when April 15 falls on a Saturday, Sunday, or legal holiday, Form 709 will be due on the next business day. The filing due date for 2023 form 709 returns is **Monday, April 15, 2024**. If you live in Maine or Massachusetts, you have until April 17, 2024, because of the Patriots' Day and Emancipation Day holidays.

Please contact our office at your earliest convenience to discuss the details of any gifts you made in 2023, to determine if a gift tax return needs to be filed for the tax year. If it is determined that you do have a filing requirement, please supply our office with all necessary supporting documentation to prepare your return in a timely manner. Your returns will be prepared solely on the basis of information submitted to us by you, the tax client.

The following forms are required to be included with your supporting documentation to be sent to our office to prepare your return. These forms can be found on the following pages within the tab labeled "Documents" on our website www.jptfinancial.com :

- **Client Data Form**

Both new and existing clients are asked to complete the **Client Data Form** to ensure that we have complete up to date information for all our clients.

- **Engagement Contract**

Please complete the required "Gift Tax Preparation Services" **Engagement Contract** (required for both new and existing clients).

- **2023 Tax Season Resources**

Scroll to the section labelled **Gift Tax Resources** and select the **Organizer for Gift Tax Return**, to be completed and submitted.

- **PREPARATION OF 2023 TRUST, ESTATE & INHERITANCE TAX RETURNS**

The due date to file your 2023 Fiduciary Tax Return is as follows:

1.) Income Tax Return for Trusts & Estates (Form 1041)

- **IRS**

Generally, a trust and estate must file its Form 1041 income tax return and schedule(s) K-1 by the 15th day of the 4th month after the end of its tax year. For calendar-year filers, the filing due date for 2023 trust and estate returns is **Monday, April 15, 2024**. If you live in Maine or Massachusetts, you have until April 17, 2024, because of the Patriots' Day and Emancipation Day holidays.

- **States**

(c) **New Jersey** - Form NJ-1041 must be filed on or before the 15th day of the fourth month following the close of the tax year of the estate or trust. For calendar-year files, the filing due date for 2023 trust and estate returns is **Monday, April 15, 2024**.

(d) **Other States** - Please contact our office directly to discuss dates to file.

2.) Federal Estate/Generation-Skipping (Form 706) & State Estate/Inheritance Tax Returns

- **IRS**

Generally, an estate must file its Form 706 "United States Estate and Generation-Skipping Transfer" tax return within 9 months after the decedent's death.

- **States**

(a) **New Jersey**

- **Estate Tax Return** – No longer required. Under current law, the New Jersey Estate Tax will no longer be imposed for individuals who die on or after January 1, 2018.
- **Inheritance Tax Return** –
 - A Transfer Inheritance Tax Return must be filed and the tax paid on the transfer of real and personal property within 8 months after the death of either:

- A **RESIDENT** decedent for the transfer of real or tangible personal property located in New Jersey or intangible personal property wherever situated, or
 - A **NONRESIDENT** decedent for the transfer of real or tangible personal property located in New Jersey. No tax is imposed on nonresident decedents for real property located outside of New Jersey and intangible personal property wherever situated.
- Class “A” Beneficiaries are entirely exempt, including father, mother, grandparents, spouse/civil union partner (after 2/19/07), domestic partner (after 7/10/04), child or children of the decedent, adopted child or children of the decedent, issue of any child or legally adopted child of the decedent, and stepchild of the decedent.

(b) **Other States** - Please contact our office directly to discuss state requirements to file (if applicable) and dates to file.

Please contact our office for the preparation and e-file of your 2023 return at your earliest convenience, after you have prepared all necessary supporting documentation to prepare your return. Your returns will be prepared solely on the basis of information submitted to us by you, the tax client.

The following forms are required to be included with your supporting documentation to be sent to our office to prepare your return. These forms can be found on the following pages within the tab labeled “Documents” on our website www.jptfinancial.com :

1.) **Client Data Form**

- Both new and existing clients are asked to complete the **Client Data Form** to ensure that we have complete up to date information for all our clients.
- In addition, new clients are also required to provide our office with a copy of your 2022 prior year fiduciary tax return that was filed (IRS and states if applicable)

2.) **Engagement Contract**

Select and complete a required Fiduciary **Engagement Contract** (required for both new and existing clients), as applicable:

- Trust Financial Services, or
- Estate & Inheritance Financial Services

3.) **2023 Tax Season Resources**

Scroll to the section labelled **Trust, Estate & Inheritance Resources** for required 2023 tax season forms and documents to be completed and submitted (as applicable), as follows:

- Fiduciary General Information
- Fiduciary General Income & Deductions
- Fiduciary Foreign & FBAR
- Form 1041 Questions
- Submit copy of IRS Notice where Trust/Estate EIN was created (if previously completed)
- Submit all 1099 forms received by the Trust or Estate
- Beneficiary Details (Form 1041 K-1 and/or Inheritance Return)
- Estate Financials (Form 706 and/or State Estate/Inheritance Return)
- Submit copy of Decedent Death Certificate (for Estates only)
- Submit copy of Decedent Will (for Estates only)
- Submit copy of Probate Letter from Court / Letters Testamentary (for Estates only)

● **PREPARATION OF 2023 NONPROFIT RETURNS**

The due date to file your 2023 nonprofit return is as follows:

- **IRS**

Generally, a nonprofit organization must file its Form 990 return by the 15th day of the 5th month after the end of its accounting period. For calendar-year filers, the filing due date for 2023 form 990 returns is **Wednesday, May 15, 2024**.

- **States**

If a state return is required to be filed for your nonprofit organization, please contact our office directly to discuss dates to file.

Please contact our office for the preparation and e-file of your 2023 return at your earliest convenience, after you have prepared all necessary supporting documentation to prepare your return. Your returns will be prepared solely on the basis of information submitted to us by you, the tax client.

The following forms are required to be included with your supporting documentation to be sent to our office to prepare your return. These forms can be found on the following pages within the tab labeled “Documents” on our website www.jptfinancial.com :

- **Client Data Form**

- (a) Both new and existing clients are asked to complete the **Client Data Form** to ensure that we have complete up to date information for all our clients.
- (b) In addition, new clients are also required to provide our office with a copy of your 2022 prior year nonprofit return that was filed (IRS and states as applicable)

- **Engagement Contract**

Please complete the required “Nonprofit Professional Services” **Engagement Contract** (required for both new and existing clients).

- **2023 Tax Season Resources**

Scroll to the section labelled **Nonprofit Client Resources** for required other 2023 tax season forms to be completed and submitted (as applicable), as follows:

- Organizer for Nonprofit Organizations
- Additional Form 990 Questions
- Nonprofit Foreign & FBAR
- User Supplied Financial Statements
 - Provide your own user spreadsheets that detail financial activity for your nonprofit organization
 - Include detail of all Revenues, Expenses, Balance Sheet (Assets/Liabilities/Fund Balance) and Receivables
- Compensation Details
 - Complete this form or provide your own user spreadsheet with all details.
 - Include compensation details and list of Officers, Directors, Trustees, Key Employees, Highly Compensated Employees, and Highly Compensated Independent Contractors
- Public Charity Status & Public Support Questions

- Schedule of Contributors
 - Complete this form or provide your own user spreadsheet with all details.
 - Generally, a nonprofit organization must provide this information if it receives contributions of greater than 5,000 or more than 2% of revenues from any one contributor. Include contributor's money, securities or any other type of property that were given to the nonprofit organization.
 - There are special rules for certain 501(c)(3) organizations that may raise the reporting threshold above 5,000, and there are also special rules for 501(c)(7), 501(c)(8) and 501(c)(10) organizations that may require reporting contributions lower than the 5,000 threshold.
 - Small Employer Health Insurance Credit (if applicable for your nonprofit organization)
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The greatest compliment you can give is a referral!