

VENTURE SMARTER

LLC TAX FILING CHECKLIST

Determine Your Tax Classification

1 Identify Current Tax Status



- [ ] **Single-Member LLC:** Default = Disregarded Entity (Schedule C)
- [ ] **Multi-Member LLC:** Default = Partnership (Form 1065)
- [ ] **S-Corp Election:** Form 2553 filed = S-Corporation tax treatment
- [ ] **Corp Election:** Form 8832 filed = Corporation tax treatment

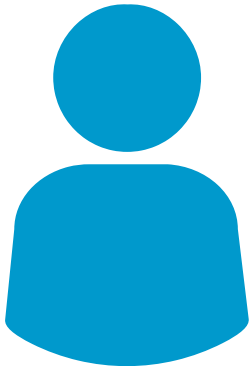
2 Verify Tax Elections



- [ ] **Check if Form 2553** (S-Corp election) was filed and effective date
- [ ] **Check if Form 8832** (Corp election) was filed
- [ ] **Confirm state follows federal election** or requires separate election

Federal Forms Required

Single-Member LLC (Disregarded Entity)



File with Personal Tax Return (Form 1040):

- [ ] **Schedule C** - Profit or Loss from Business
- [ ] **Schedule SE** - Self-Employment Tax (if net earnings > $400)
- [ ] **Form 4562** - Depreciation (if applicable)
- [ ] **Form 8829** - Home Office Expenses (if applicable)

Multi-Member LLC (Partnership)

File Form 1065 by March 15:



- [ ] **Form 1065** - Partnership Information Return
- [ ] **Schedule K** - Partners' Distributive Share Items
- [ ] **Schedule K-1** - Issue to each member by March 15
- [ ] **Schedule L** - Balance Sheet
- [ ] **Schedule M-1** - Book-Tax Reconciliation
- [ ] **Form 4562** - Depreciation (if applicable)

LLC with S-Corp Election

File Form 1120S by March 15:



- [ ] **Form 1120S** - S Corporation Income Tax Return
- [ ] **Schedule K** - Shareholders' Pro Rata Share Items
- [ ] **Schedule K-1** - Issue to each member by March 15
- [ ] **Schedule L** - Balance Sheet
- [ ] **Schedule M-1** - Book-Tax Reconciliation

LLC with Corp Election

File Form 1120 by April 15:



- [ ] **Form 1120** - Corporation Income Tax Return
- [ ] **Schedule L** - Balance Sheet
- [ ] **Schedule M-1** - Book-Tax Reconciliation
- [ ] **Form 4562** - Depreciation (if applicable)

Employment Tax Forms (If Employees)

Quarterly Requirements

- [ ] **Form 941** - Employment Tax Return (due Jan 31, Apr 30, Jul 31, Oct 31)
- [ ] **Employment tax deposits** via EFTPS (monthly or semi-weekly)

Annual Requirements

- [ ] **Form 940** - FUTA Tax Return (due January 31)
- [ ] **Form W-2** - Issue to employees by January 31
- [ ] **Form W-3** - Transmittal for W-2s (due January 31)
- [ ] **Form 1099-NEC** - Issue to contractors paid $600+ (due January 31)

State Tax Requirements

States with Specific LLC Forms

State	Form Required	Due Date	Fee/Tax	Filing Website
California	Form 568 (LLC Return)	April 15	Min $800 franchise tax	ftb.ca.gov
Texas	Form 05-163 (Franchise Tax)	May 15	Margin tax based on revenue	comptroller.texas.gov
New York	Form IT-204-LL (Partnership)	March 15	Varies by income	tax.ny.gov
Illinois	Form IL-1065 (Partnership)	March 15	Personal Property Replacement Tax	tax.illinois.gov
Tennessee	Form FAE170 (Franchise/Excise)	April 15	Franchise and excise tax	tntax.tn.gov
Delaware	Form 1100 (Annual Report)	June 1	$300 annual tax	revenue.delaware.gov
Nevada	Commerce Tax Return	Feb 1	If gross revenue > $4M	tax.nv.gov

Pass-Through States

Follow federal classification - file with individual/partnership/corporate returns as applicable:

- Florida, Pennsylvania, Ohio, Michigan, Virginia, North Carolina, Colorado, Arizona, Maryland, Massachusetts, Connecticut, Oregon, Wisconsin, Minnesota, Iowa, Missouri, Arkansas, Louisiana, Oklahoma, Kansas, Nebraska, Utah, Montana, Wyoming, Idaho, Washington

No State Income Tax

No state tax return required:

- Alaska, Florida, Nevada, New Hampshire, South Dakota, Tennessee (limited), Texas (franchise only), Washington, Wyoming

Filing Deadlines

Federal Deadlines



- **Form 1040 + Schedule C** (Single-member): April 15
- **Form 1065** (Partnership): March 15
- **Form 1120S** (S-Corp): March 15
- **Form 1120** (Corporation): April 15
- **Form 941** (Employment): Last day of month following quarter end
- **Form 940** (FUTA): January 31

State Deadlines



- **Most states:** Follow federal deadlines
- **California:** April 15 (March 15 for partnerships)
- **Texas:** May 15
- **Tennessee:** April 15

Required Information to Complete Forms

Business Information

- [ ] **LLC legal name and EIN**
- [ ] **Business address and phone**
- [ ] **Principal business activity code**
- [ ] **Accounting method** (cash or accrual)

Financial Information

- [ ] **Total income/revenue for the year**
- [ ] **All business expense receipts and records**
- [ ] **Asset purchases** and depreciation schedules
- [ ] **Bank statements** and reconciliations

Member Information (Multi-Member LLCs)

- [ ] **Names, addresses, and SSNs** of all members
- [ ] **Ownership percentages**
- [ ] **Capital account information**
- [ ] **Distributions made** during the year

Employee Information (If Applicable)

- [ ] **Payroll records and tax deposits made**
- [ ] **Form W-2 information** for all employees
- [ ] **Form 1099 information** for contractors
- [ ] **State unemployment** and workers' comp records

Multi-State Operations

- [ ] **File in each state** where LLC has nexus/conducts business
- [ ] **Apportion income** between states as required
- [ ] **Check reciprocity agreements** between states

Verify current forms and requirements as tax laws change annually. Download all federal forms at IRS.gov/Forms. Consult tax professionals for complex situations.