

Form **4564**
(Rev. September 2006)

Department of the Treasury - Internal Revenue Service

Request Number

Information Document Request

1-0001

To: (Name of Taxpayer and Company Division or Branch)

S-CORP

Subject
Form 1120S 200612

SAIN number Submitted to:

Please return Part 2 with listed documents to requester identified below

Dates of Previous Requests (mmddyyyy)

Description of documents requested

Tax Period(s): 200612

1. Power of Attorney for any authorized representatives.
2. Corporate Minute Book;
3. Stock Record Book;
4. General Ledger and subsidiary ledgers, if applicable, i.e. sales, purchases, accounts receivable, accounts payable, etc. for 2006;
5. General Journal and subsidiary journals, if applicable, i.e. sales, purchases, accounts receivable, accounts payable, etc. for 2006;
6. Chart of Accounts;
7. Cash Receipts and Disbursements Journals, i.e. Check Register for 2006;
8. Listings of Beginning and Ending Accounts Payable and Accounts Receivable for 2006;
9. Detailed Depreciation/Amortization Sheets;
10. Accountant's workpapers for 2006 regarding the:
 1. Year-end worksheet reconciling books to return
 2. Year-end Adjusting Journal Entries and Closing Entries
 3. Year-end Bank Reconciliations
 4. Cost of Goods Sold
 5. Beginning and Ending Inventory Valuations
 6. Copies of financial statements prepared for you
 7. Any accounts analyzed by them at year end or for certification;
11. Copies of prior and subsequent 1120S returns;
12. Bank Statements and canceled checks for the period December 1, 2005 to January 30, 2006;
13. Forms 941, 940, W-2 and 1099 for 2006;
14. Worksheets utilized to reconcile the "books" to your 2006 tax return;
15. Copies of all Officers and Shareholders' personal Federal Income Tax returns for calendar year ending 12/31/2006;
16. Basis calculation for all shareholders who held stock in 2006;
17. Documentation for the Other Deductions expenses for 2006;
18. Substantiation for amounts due from affiliates for 2006. If there are notes evidencing the amounts due, please provide copies.

Information due by 10/01/2008

At next appointment Mail in

From:

Name and Title of Requester

Employee ID number

Date (mmddyyyy)

Office Location: 120 Front St.

Suite 600

Worcester, MA 01608

08/28/2008