Questions

Trust/Estate Preparation Checklist and Questionnaire (Form 1041)

Please check the appropriate box and include all necessary details and documentation.

Documents and Other Information Needed from the Executor / Fiduciary

	Yes	No
If decedent's estate, has the fiduciary provided a copy of the will?	☐	☐
If trust, has the fiduciary provided a copy of trust agreement and amendments, if any?	☐	☐
If the estate or trust will be allocating net income to beneficiaries, have the names, addresses, and tax identification numbers been provided?	☐	☐
If the estate or trust has depreciable assets, have depreciation schedules been provided?	☐	☐
If prepared by another firm, have copies of prior year federal and state returns been provided?	☐	☐

Return Information

	Yes	No
Did the estate or trust receive correspondence from a state taxing authority or the Internal Revenue Service regarding a prior year return?	☐	☐
If yes, explain: ______________________		
Have there been any changes regarding the fiduciary or joint fiduciaries?	☐	☐
If yes, explain: ______________________		
If decedent's estate, has estate been open more than two years?	☐	☐
If yes, explain delay in closing the estate: ______________________		
Did the estate or trust have any capital loss, net operating loss, or passive loss carryovers?	☐	☐
If yes, provide carryover information ______________________		
Did the estate or trust make estimated tax payments or have an overpayment applied for this tax year?	☐	☐
If yes, provide estimate information ______________________		
Did you change any bank accounts that have been used for financial transactions during the tax year?	☐	☐
If yes, provide bank information ______________________		
Did you have any sales or other exchanges of virtual currencies (including from an airdrop or a hard fork), or used virtual currencies to pay for goods or services?	☐	☐

Beneficiary Information

	Yes	No
Are there any new beneficiaries this year?	☐	☐
If yes, provide name, address, and tax identification number: ______________________		
Have there been any changes to beneficiary names or addresses?	☐	☐
If yes, explain: ______________________		
Have there been any changes to how income should be allocated to beneficiaries?	☐	☐
If yes explain: ______________________		
Were there any distributions to or on behalf of beneficiaries?	☐	☐

Income Information

	Yes	No
Did the estate or trust acquire or dispose of any stock during the year?	☐	☐
Did the estate or trust purchase rental property during the year?	☐	☐
Did the estate or trust acquire a new or additional interest in a partnership or S corporation?	☐	☐
Did the estate or trust sell, exchange, or purchase any real estate during the year?	☐	☐
Did the estate or trust sell an existing business, rental, or other property this year?	☐	☐
Did the estate or trust receive any income from property sold prior to this year?	☐	☐
Did the estate or trust receive any payments from an annuity, pension, or profit sharing plan?	☐	☐
If yes, were any subject to 10 year averaging?	☐	☐
Did the estate or trust receive any gambling or lottery winnings?	☐	☐
Did the estate or trust incur casualty or theft losses during the year?	☐	☐
If yes, provide a detailed explanation: ______________________		

Foreign Activity

Did the estate or trust hold an interest in a foreign entity?	☐	☐
Did the estate or trust have any foreign income or pay any foreign taxes, directly or indirectly, from investment accounts or pass-through entities?	☐	☐
Did the estate or trust have an interest in or a signature authority over a financial account (such as bank or brokerage) in a foreign country?	☐	☐
Did the estate or trust receive a distribution from, or transfer assets to a foreign trust?	☐	☐