

PREPARING 1065 RETURNS

The tax application provides a large number of default return and print options enabling you to customize your 1065 tax return preparation.

You can enter common partner information which applies to all partners, or enter information on a partner-by-partner basis.

You can set up special allocation codes to further customize your return processing.

TOPICS

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- Partner Information (page 12)
- Special Allocations and Transfers (page 18)
- Income and Deductions (page 23)
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GENERAL INFORMATION

The **General Information** folder is where you enter basic return data and select your default return and print options. Click the **Basic Return Information** item on the navigation tree and select the **Entity Information** tab.

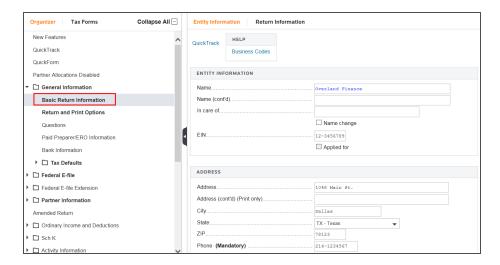


Figure 1

Scroll down the **Entity Information** screen to enter business activity information, including the Partnership type (from the drop-down list), fiscal year dates, and number of partners. The fiscal-year dates print on Form 1065. These dates are also used to correctly compute gains and losses, depreciation, and so forth.

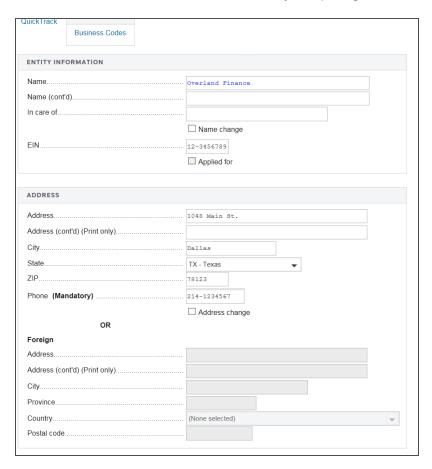


Figure 2

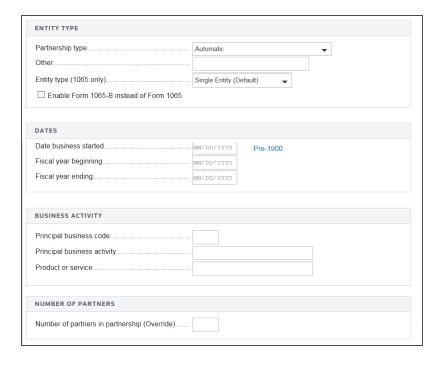


Figure 3

Select the **Partnership type** from drop-down list. *Automatic* is the default. You can also answer questions about the partnership here. These answers will print on Form 1065.



Figure 4

Click the **Return Information** tab, and on the screen, select the accounting method and other options. If you leave the accounting method blank, the system defaults to the *Cash* option.

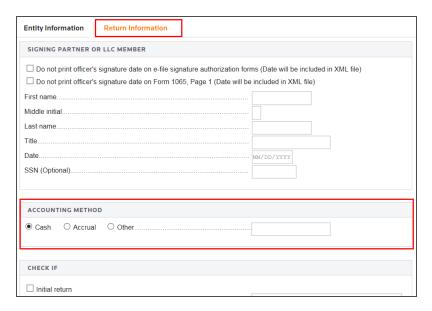


Figure 5

On the **Return and Print Options > Basic Options** screen, you can choose from many return and print options. These selections provide you with the ability to customize the preparation and print of your 1065 returns.

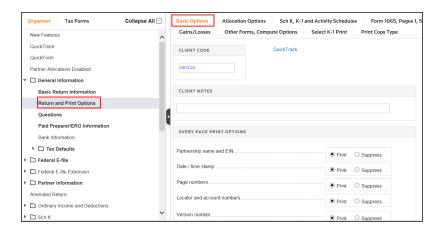


Figure 6

You can set most options as tax defaults for the entire account. If defaults have been set, they appear when you compute the return unless you override them here. If you make no entries and set no defaults, the system uses its own defaults for that item.

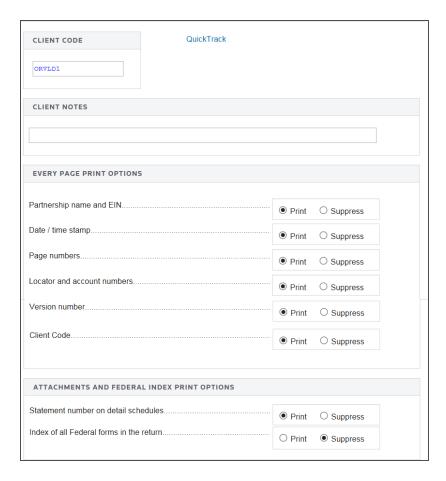


Figure 7

| ADDRESS LABELS | | | | | |
|---|--------------------------|-------|--|--|--|
| Suppress labels (Default) Print partnership labels Print partner and partnership labels | | | | | |
| ☐ Print partner number on partner labels | | | | | |
| FORMS AND SCHEDULES NOT REQUIR | ED TO BE FILED BY THE IR | es | | | |
| All forms and schedules not required by the | e IRS | Print | | | |
| MISCELLANEOUS | | | | | |
| ☐ Suppress Override Summary Sheet | | | | | |
| ☐ Suppress diagnostics | | | | | |
| ☐ Suppress estimate summary sheet | | | | | |
| \square Check both general partnership and limited liability company (print only) | | | | | |
| ☐ Print return with override symbols | | | | | |
| Print return cover sheet | | | | | |
| RETURN MAILING SHEETS | | | | | |
| ☐ Print return mailing sheets | | | | | |
| ☐ Suppress print of taxpayer return mailing sheets | | | | | |
| ☐ Suppress print of federal return mailing | sheets | | | | |
| Suppless print of lederal return maining | | | | | |

Figure 8

It is very important to specify how you want distributive items allocated to Schedule K-1 for each partner. If no selections are made, the system defaults, shown below, are used.

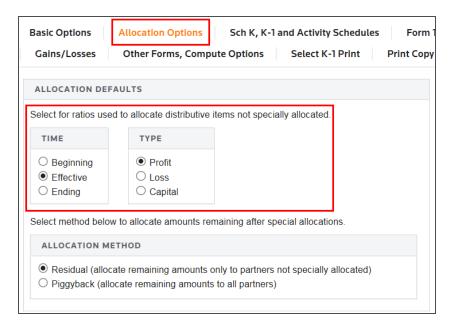


Figure 9

Under the **Sch K, K-1 and Activity Schedules** tab, you can select K-1 print options. You can also choose to print or suppress the Schedule K-1s and the supporting detail schedules from this screen.

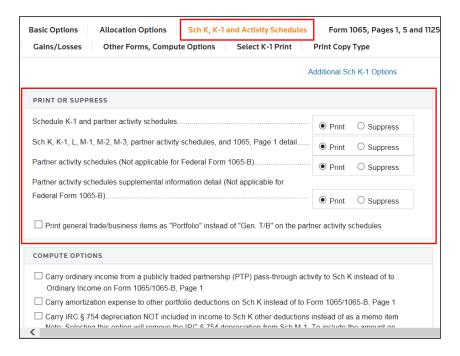


Figure 10

Also under the **Sch K, K-1 and Activity Schedules** tab, return and print options are available for most 1065 forms and schedules. You should review these screens carefully to take advantage of the many options available for Partnership tax returns.



Figure 11

| 14a | Net earnings(loss) from self-employment | | N/A | | | |
|--|---|---------|------------|--|--|--|
| 14b | Gross farming or fishing income | | N/A | | | |
| 14c | Gross nonfarm income | | N/A | | | |
| 15a | Low-income housing credit from partnership (IRC § 42(j)(5)) | | | | | |
| 15b | Low-income housing credit (Other) | | | | | |
| 15c | Qualified rehabilitation expenditures (rental real estate) | | | | | |
| 15d | Other rental real estate credits | | | | | |
| 15e | Other rental credits | | | | | |
| 15f | Other credits | | | | | |
| 16b-m | Foreign transactions | | | | | |
| 17a | Post-1986 depreciation adjustment | | | | | |
| 17b | Adjusted gain or loss | | | | | |
| 17c | Depletion (other than oil and gas) | | | | | |
| 17d | Gross income from oil, gas, and geothermal properties | | | | | |
| 17e | Deductions allocable to oil, gas, and geothermal properties | | | | | |
| 17f | Other AMT items | | | | | |
| 18a | Tax-exempt interest income | | | | | |
| 18b | Other tax-exempt income | | | | | |
| 18c | Nondeductible expenses | | | | | |
| 19a | Cash Distribution - Fair Market Value | | | | | |
| 19b | Property Distribution - Fair Market Value | | | | | |
| 20a | Investment income. | | | | | |
| 20b | Investment expenses | | | | | |
| 20c | Other items and amounts reported separately | | N/A | | | |
| 20c-z | Other information | N/A | | | | |
| 20c | Memo Items | | | | | |
| | Partner footnotes | N/A | | | | |
| Note: Options above apply to a 1065-B return only if the item is normally printed on a 1065-B return. COLLATION OPTIONS Schedule K-1 instructions with each partner's Schedule K-1 | | | | | | |
| | | O Print | ■ Suppress | | | |

Figure 12

PARTNER INFORMATION

The **Partner Information** folder contains all of the information for the partners. Partner information can be bridged in, rolled over from a prior year's return, or entered directly into the Organizer.



Figure 13

When you open this folder, all of the existing partners appear under the **Columnar Partner Entry**. You can select an existing partner or choose to add a new partner. These selections can be made either in the Forms List Window or by clicking the **Partner Names** link.

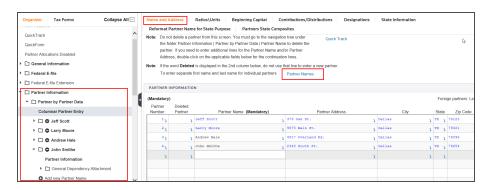


Figure 14

Select one of the partner names. Scroll down the **Partner Information** screen to enter the beginning capital and ratios for the selected partner.

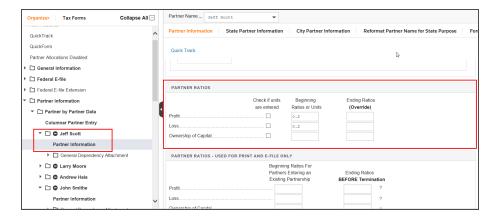


Figure 15

Scroll down farther to select the **Partner Type** options applicable to the selected partner. Your choices here override the default selections made on the **Common Partner Data** screen.

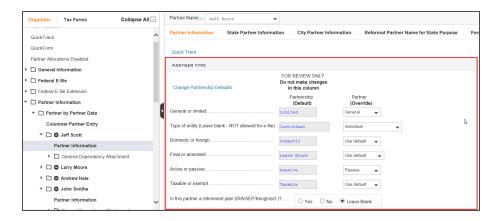


Figure 16

The **Common Partner Data** folder contains information for all partners. This feature is very helpful for partnerships with a large number of partners. Specific partner information can be entered in the **Partner by Partner Data** folder.

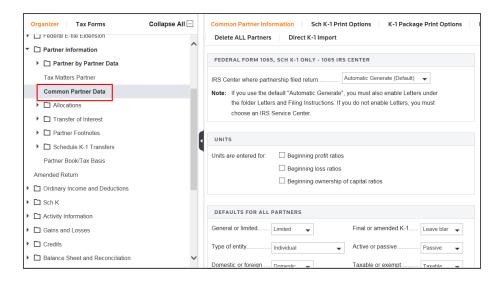


Figure 17

Scroll down the **Common Partner Information** screen to enter the default types for all partners. You can find the miscellaneous partner options at the bottom of the screen.

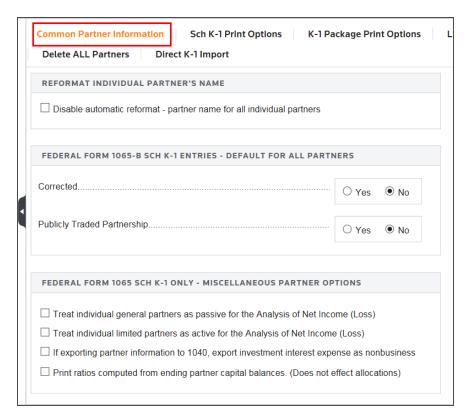


Figure 18

Partner Information

To carry liabilities from the balance sheet to Schedule K-1, select the check box under the **Liabilities Allocable** tab.

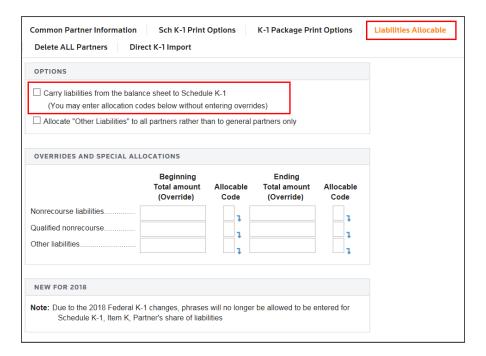


Figure 19

Click the **Contributions/Distributions** tab. Contributions/Distributions are allocated by beginning ratios unless specially allocated on this screen. Enter the date in the first column and the amount in the appropriate column. Enter a special allocation code, if necessary. To specially allocate an item differently than the ratios already set up in the partner information screen, enter a 2-character code in the **Allocation Code** field.

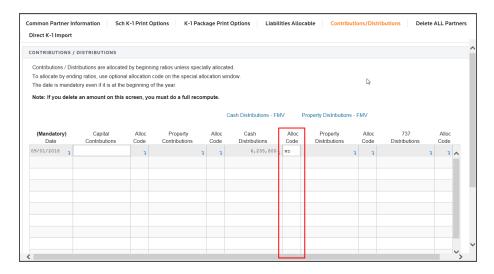


Figure 20

To delete a partner, select the symbol next to the partner name in the navigation. When you click OK on the following screen, all data related to that partner will be deleted.



Figure 21

SPECIAL ALLOCATIONS AND TRANSFERS

The tax application allows you to allocate many different items. From the **Partner Information > Allocations** > **Special Allocations** folder, you can access an existing special allocation code or add a new one.

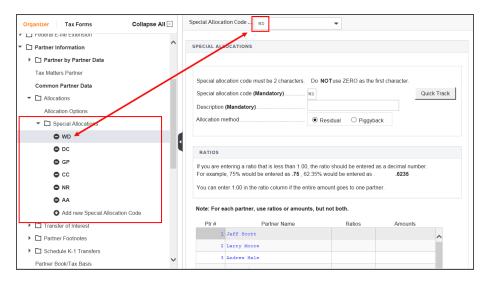


Figure 22

Each set of allocations has a unique 2-character code. You can also enter a meaningful description for the special allocation code. This code can be alpha, alphanumeric, or numeric. **CAUTION:** Do not begin the code with a zero.

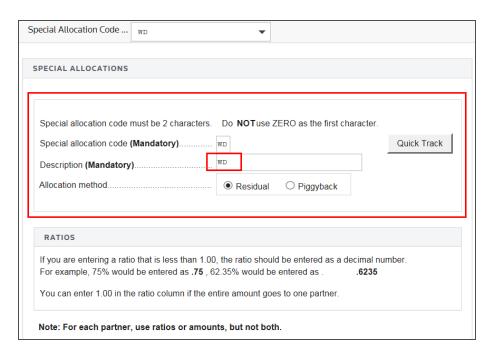


Figure 23

You can also access the **Special Allocations** screen through any of the allocable items in the federal and state areas by selecting the **Alloc Code** column.

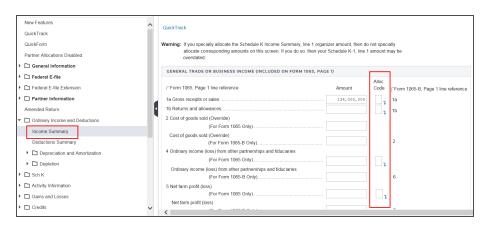


Figure 24

Transfers of interest can be made from one or more partners to one or more partners. To begin, select **Partner Information > Transfer of Interest > Transfers > Add New Transfer Date**.

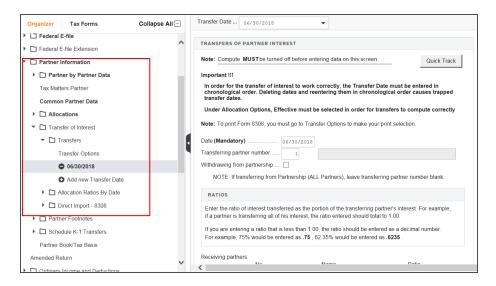


Figure 25

If not distributing a partner's share to all remaining partners, enter the receiving partner(s) information in these fields.

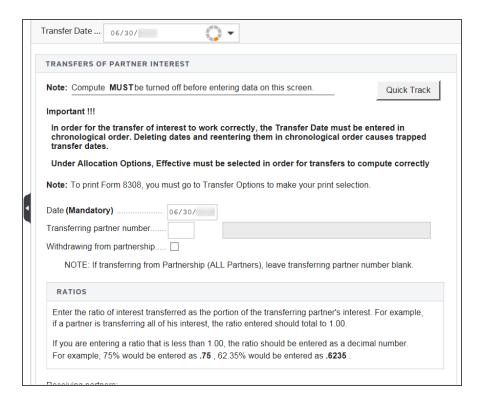


Figure 26

If a partner is withdrawing from the partnership, you only need to enter the transferring partner's number. If a partner is transferring all of his interest to the partnership (all partners), you only need to enter the transferring partner's number. The tax application transfers his interest to all partners in the return. You also need to select the **Withdrawing from partnership** check box.

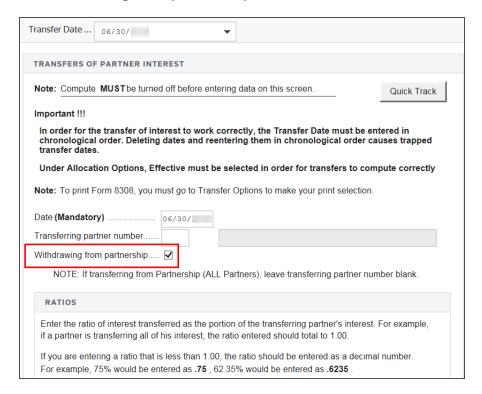


Figure 27

To maximize the efficiency of the 1065 tax application, it is recommended that you not enable allocations until after you enter all data for the partnership. You can access the **Enable Partner Allocations** screen from the Forms List Window. After you check the box on the **Enable Allocation** screen, you must change the focus of the field before the enable allocations option is recognized.

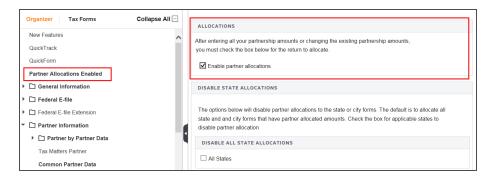


Figure 28

If partner allocations are disabled, you will see this appear in the navigation pane.

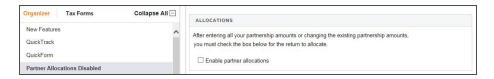


Figure 29

INCOME AND DEDUCTIONS

The **Ordinary Income and Deductions** folder contains information for Form 1065, Page 1. Information entered here overrides the computed data from elsewhere in the return.

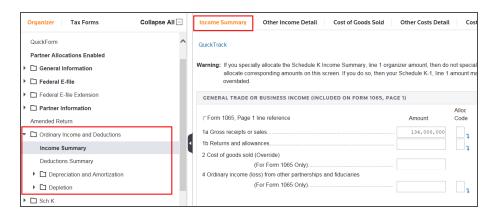


Figure 30

Data entered on **line 6 Net gain (loss) from Form 4797** overrides the detail amounts entered in the Organizers that carry to Form 1065, Page 1.

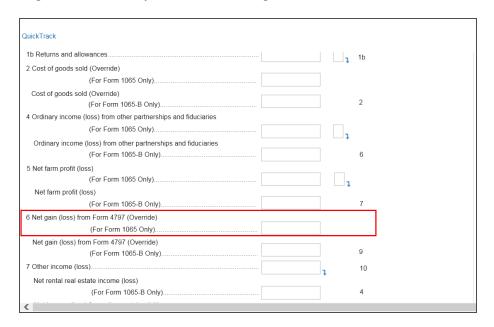


Figure 31

SCHEDULE K

The **Schedule K** folder contains several subfolders for each section of the actual Schedule K form. Most of the information in the **Schedule K** folder are overrides of computed amounts entered elsewhere in the return.

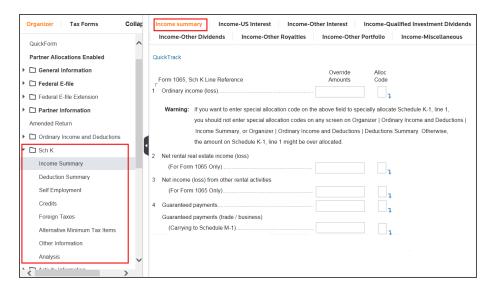


Figure 32

For example, an entry on line 2 for **Net rental real estate income (loss)** overrides information entered in the **Activity Information** folder for rental real estate activities.

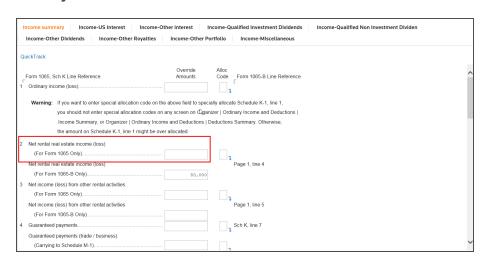


Figure 33

You can also use the **Schedule K** folder to specially allocate items on Schedule K. Below, special allocation code AA was entered on line 1 for Ordinary Income.

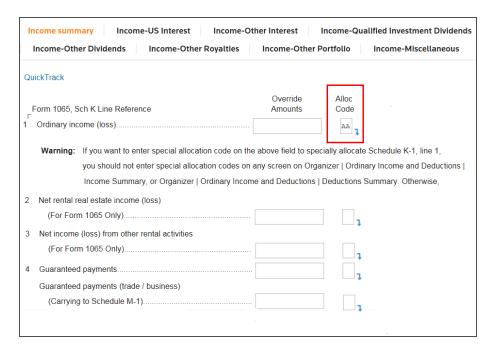


Figure 34

When the partnership computes and allocates the return, the amount of ordinary income entered elsewhere in the return is allocated by the ratios/dollars set up for special allocation code AA. A dollar amount does not have to be entered on line 1 unless you want to override the total amount computed by the system.

ACTIVITY INFORMATION

In the **Activity Information** folder, you will find a separate folder for each type of activity. You must enter the activity name to access the tabs which enable you to enter the detail information.

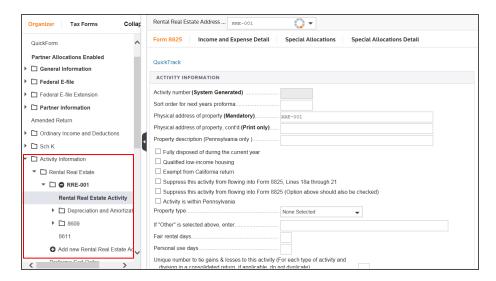


Figure 35

On the **Activity Information** screen, you must complete the **Physical address of property** field before you can enter any other information for this activity.

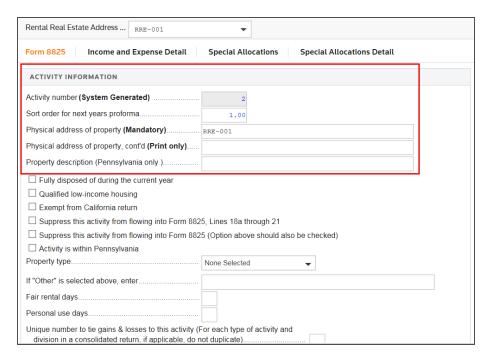


Figure 36

The **Depreciation and Amortization** folder is also available to enter depreciation detail for this activity.

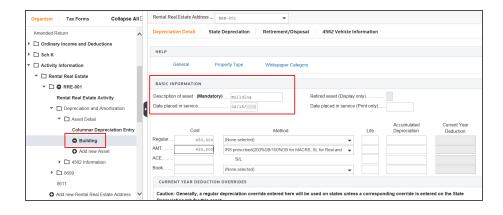


Figure 37

BALANCE SHEET/RECONCILIATION

The **Balance Sheet and Reconciliation** folder contains information for Schedules L, M-1, M-2, M-3, Schedule C, and Form 8916-A.

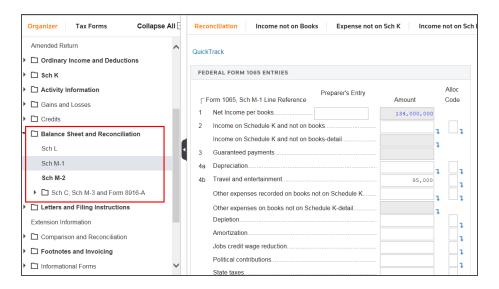


Figure 38

To balance the return, we compute **Net Income per Books** shown below on Schedule M-1 and carry this amount to **Net income per books** shown on Schedule M-2. The system automatically computes the net income per books amount from entries made in the return.

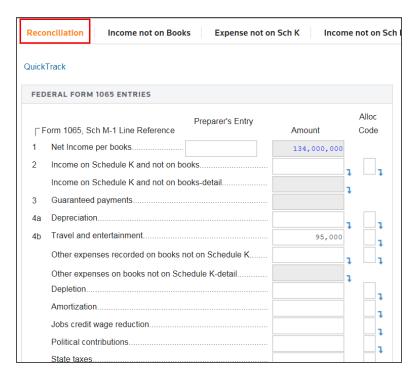


Figure 39

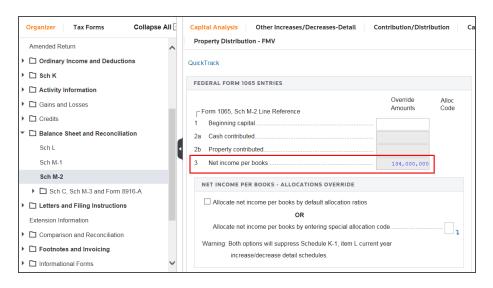


Figure 40

Your ending analysis of partners' capital balance on Schedule M-2, line 9 below should equal your ending partners' capital on Schedule L, line 21. If these amounts do not equal each other, your return is out of balance. If these schedules are out of balance, a diagnostic message appears to warn you of this situation.

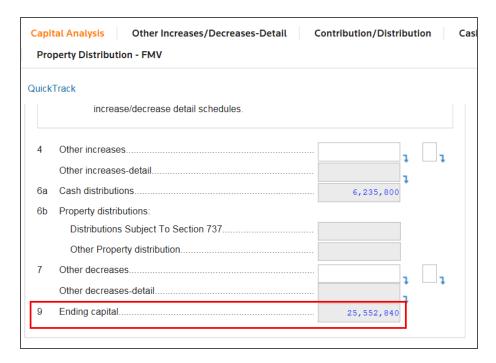


Figure 41

Your ending analysis of partners' capital balance on Schedule M-2, line 9 below should equal your ending partners' capital on Schedule L, line 21. If these amounts do not equal each other, your return is out of balance.

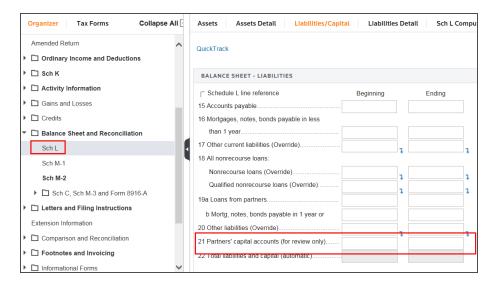


Figure 42

STATE RETURNS

Scroll to the bottom of the Organizer tab to the **States** folder.

The spreadsheet format will allow you to review common state general information across all jurisdictions at once. If a state's entry is different than the federal entry or the entry in Common State, you can also enter the modifications in the new spreadsheet.

The Common State > Basic Return Information spreadsheets are laid out in the following format.

The **Individual State** rows are controlled by state activation. These rows will display data that is flowing from the federal and/or Common State and allow you to change the data on a state-by-state basis.

Click **States > State and City Activation** to view the **State Grid**. On the grid spreadsheet, you are able to add or delete states/cities by selecting the check box next to the desired jurisdiction.

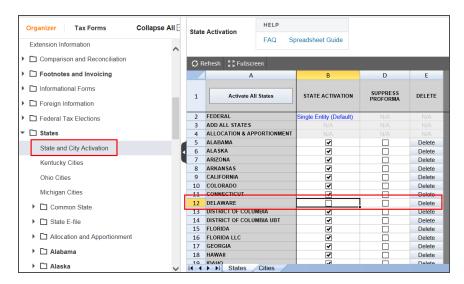


Figure 43

Click the **Refresh** icon (solution above column A. The added state now appears in the navigation tree under **States**.

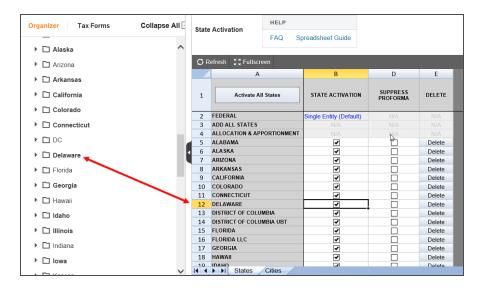


Figure 44

In a similar fashion, the **Common State** row allows you to override federal data or enter data for fields that carry to all applicable jurisdictions that do not exist in the federal area.

REVIEWING PARTNER DATA

You can review the partner's ratios under the **Partner Ratios Summary Tax Forms** folder. If ratios do not foot to 1.00, amounts of total Schedule K-1 will not equal partnership amounts, and the system generates a diagnostic to inform you of this.

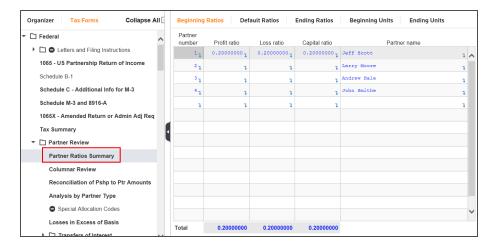


Figure 45

You must correct the ratios before amounts are allocated to the partners. You can view **Beginning**, **Ending**, and **Default** ratios here.

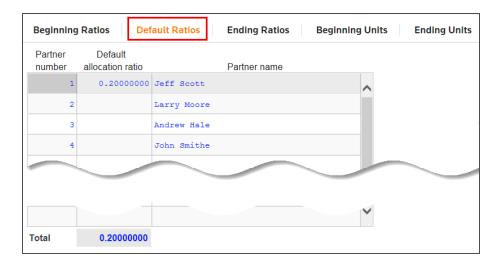


Figure 46

You can review all of the Schedule K-1 items for all partners in the **Partner K-1 Columnar Review** folder.

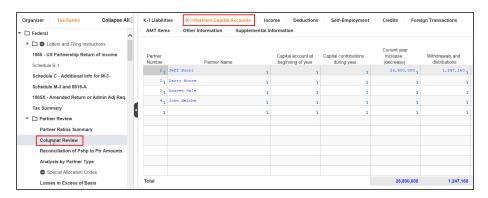


Figure 47

You can review Partner information in **Tax Forms** under the **Partner by Partner Detail** folder. All information for each partner is listed in the Forms List Window by partner.

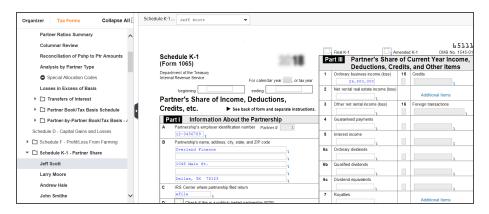


Figure 48

RECONCILIATION

Use the **Reconciliation** folder as a tool to determine whether all entries in the return are in balance. Information entered on these screens does not carry into the return; it is only used to compare with computed amounts. You can print the **Reconciliation Schedule** showing your entries in the **Reconciliation** folder, the computed amounts, and the differences.

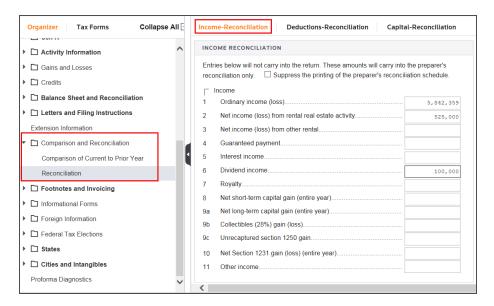


Figure 49

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