Zeni Master 2023 Tax Planner

Start Here!

Every year taxes can be a frantic scramble for your team.

This year will be different, right?

This planner will help you eliminate risk and blind spots so you can take advantage of all startup tax programs.

That means:

- More money back
- More time saved
- Less stress

Start with Zeni's 2023 Calendar-Year Tax Deadlines!

February

2/28 – Form 1099-MISC (Paper file to IRS) 2/28 – Form 3921 (paper file to IRS) for 2022 calendar year

April

4/15 – 2023 CA Minimum
Franchise Tax payment
4/18 – 2023 Federal/State Q1
estimated Income Tax payment
4/18 – 2022 C Corp/Individual
Income Tax Return/Extension

September

9/1 – 2023 DE Franchise Tax estimated payment 9/15 – 2023 Federal/State Q3 estimated Income Tax payment 9/15 – 2022 S Corp/LLC Income Tax returns (if extended)

December

12/1 – 2023 DE Franchise Tax estimated payment 12/15 – 2023 Federal/State Q4 estimated Income Tax payment

January

1/31 – Form 1099-MISC to 2022 workers 1/31 – Form 1099-NEC to IRS and 2022 contractors 1/31 – Form 3921 to 2022 employees

March

3/1 – 2022 Delaware (DE) Annual Franchise Report & minimum payment 3/15 – 2022 S Corp/LLC Income Tax Return/Extension 3/31 – Electronic filing of Forms 1099-MISC, 3921, 3922 and W-2G for 2022

June

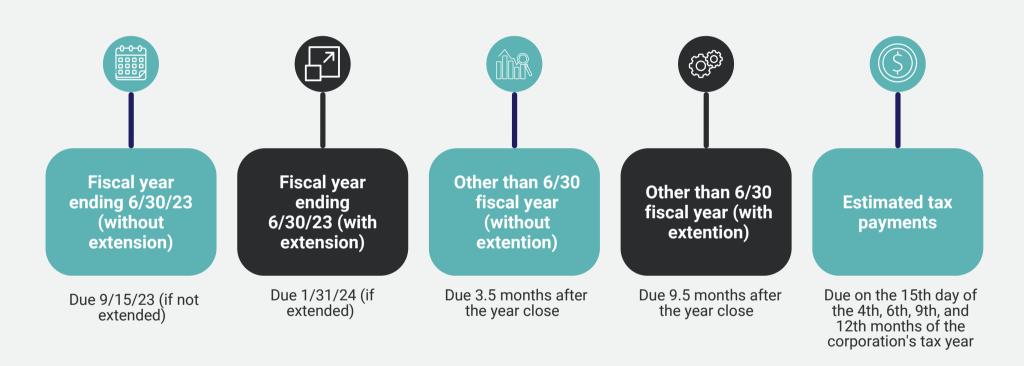
6/1 – 2023 DE Franchise Tax estimated payment 6/15 – 2023 Federal/State Q2 estimated Income Tax payment

October

10/16 – 2022 C Corp/Individual Income Tax Return (if extended)



Deadlines For Fiscal Year Filers



If you have a startup operating under a non-traditional calendar year or that dissolved on a particular date, the above deadlines are for you.



Which Federal Tax Form Do You Need?

6765 - Credit for Increasing

Research Activities

C-CORP CREDITS

C-CORP CHANGES & FOREIGN BUSINESS C-CORP **S-CORP EXTENTIONS** 5471 - Information Return of U.S. Persons **7004** – Application for Automatic Extension 1120S - U.S. Federal **1120** – U.S. Federal With Respect to Certain Foreign Income Tax Return Income Tax Return Corporations **K-1** – Reporting of each shareholder's share **5472** – Information Return of a 25% 8832 - Entity Classification Election 1125-A - Cost of Goods Foreign-Owned U.S. Corp. or a Foreign Sold deductions Corp. Engaged in a U.S. Trade or Business 8992 - U.S. Shareholder **8858** – Information Return of U.S. Persons HC **1125-E** – Compensation Global Intangible Low-Taxed With Respect to Foreign Disregarded Entities (FDEs) and Foreign Branches (FBs) of Officers Income 1065 - U.S. Return of Partnership Income **3115** – Application for 4562 - Depreciation & 114 (FBAR) - Report of Foreign Bank and Change in Accounting Method Amortization Deductions Financial Accounts **K-1** – Reporting of each 1128 – Application To Adopt, Change, or Retain a member/partner's share 4797 - Sales of Business **Property** Tax Year 8949 - Sales & Other Now that you know your deadlines, it's time to gather **Dispositions of Capital** all the necessary forms that you'll need. You can find Assets 3800 - General Business Credit all of the federal U.S. tax forms listed here and more details on each on the IRS website at IRS.gov.

Ozeni

R&D Tax Credit 4-Step Qualification Test



PERMITTED

PURPOSE

The taxpayer is designing and developing a new product or process, seeking to improve the functionality, reliability, or quality.



TECHNOLOGICAL IN NATURE

The activities rely on the principles of engineering, biological, physical, or computer sciences.



TECHNICAL UNCERTAINTY

At the onset of the project, the taxpayer must be uncertain as to the method, capability, or design. Further uncertainties may occur during the project.



PROCESS OF EXPERIMENTING

There must be an evaluation of one or more alternatives to eliminate the technical uncertainty.

OTHER CRITERIA FOR MAX RETURN

- 1. Must have less than \$5 million in gross receipts in the credit year.
- 2. Must not have gross receipts or interest income from more than five years before the current tax year.

Unsure if your startup qualifies for an R&D tax credit? Use this 4-part test to determine if you can offset payroll tax liability up to \$250,000 annually for up to five years.



The Ultimate Tax Checklist For Startups

CORPORATE DOCUMENTS & INFORMATION

Type of entity (C Corp/S Corp/LLC)
Incorporation certificate
Article of incorporation
EIN letter
Business legal name and address
Any related agreements/contracts
List of state registration number/s
Name, address, title, SSN of authorized officials
Detailed cap table listing name and % of shareholding
(preferred/common) by each shareholder
Name, SSN, and citizenship of 20% or more voting stock shareholders
Details of foreign subsidiary where entity's share is 10% or more
Details of any change in structure (restructuring/merger/acquisition)
Name and title of authorized person who will sign the returns
EFTPS and any state online login credentials, if created

FINANCIAL DOCUMENTS

Method of accounting (Cash/Accrual/Hybrid)
Financial statements (P&L/Balance Sheet/General Ledger)
Payroll data (W2s/returns/per-state allocations/reconciliation)
Revenue data (Per-state allocation of revenue recorded on P&L)
Property data (Per-state allocation of fixed assets)
Estimated tax and tax paid for 2022 (Date and Amount)
Amount of 2021 refund applied to 2022 taxes
Detail of any credit received (Share the working/study report)
Check the eligibility for R&D credit
Did you receive, sell, exchange or otherwise dispose of any financial
interest in any virtual currency/cryptocurrency in 2022?
Copy of all 1099s received by the entity
Copy of all 1099s issued by the entity
Any sale of business assets/stocks
Was any PPP loan forgiven in 2022?
Accrued expenses (recurring/non recurring/date of payment)
If first year of incorporation, details of start up and organization cost



The Ultimate Tax Checklist For Startups Cont.

PRIOR YEAR RETURNS | Copy of all prior year's returns filed (Federal and state/s) | Tax schedule of Depreciation claimed in earlier year/s | Net Operating loss (NOL) schedule from earlier year/s | Any correspondence, to or from the IRS or state tax authority, including any adjustments made to prior returns that could affect later returns | Copy of the federal and state Schedules K-1, K-2 and K-3 from each partnership or LLC in which the taxpayer is a partner or member | Any related workpapers from pervious accountant



Need More Support? Let Zeni Help You Win This Tax Season!

A dedicated controller with startupspecific experience manages your books year-round to ensure your records are up-to-date..

01

Our tax advisors have decades of U.S. corporate tax advising experience in a variety of industries to ensure you have 100% clarity and ease around the process

03

The Zeni
Approach To
Startup Taxes

02

We ensure you have a proven tax plan in place ahead of tax season. Zeni smoothly executes all tax requirements so you can focus on your business – not the IRS.

04

We capture, categorize, and store all customer receipts, invoices, and documents in real-time. So, when tax season comes around the process is a breeze.

Zeni serves as one fully-integrated finance team to manage every aspect of your startup's finances. Our Al-powered dashboard provides daily, up-to-date insights and access to your finances at all times.

05

Zeni offers a level of proactivity, expertise, and support you won't find anywhere else? Let's chat!

Book a 1-1 consultation here to see how Zeni can help you make this tax season a breeze.

