# Drake In-Depth

Schedule C: Self-Employment and Assets for Individuals in Drake Tax



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# — Agenda —

This class occurs at three separate times. Be sure to refer to your applicable class time, and plan accordingly. All classes are listed in Eastern Time (ET).

Class (1): 10:00 AM - 11:50 AM

Time	Topic
10:00 AM – 10:50 AM	Schedule C: Introduction and Overview
10:50 AM – 11:00 AM	Break
11:00 AM – 11:50 AM	Schedule C: Detailed Screens, Sales, and SE Tax

Class (2): 1:00 PM - 2:50 PM

Time	Topic
1:00 PM - 1:50 PM	Schedule C: Introduction and Overview
1:50 PM - 2:00 PM	Break
2:00 PM – 2:50 PM	Schedule C: Detailed Screens, Sales, and SE Tax

Class (3): 5:00 PM - 6:50 PM

Time	Topic
5:00 PM – 5:50 PM	Schedule C: Introduction and Overview
5:50 PM - 6:00 PM	Break
6:00 PM – 6:50 PM	Schedule C: Detailed Screens, Sales, and SE Tax

# Drake In-Depth - Schedule C

**Course Description:** This 2-hour course introduces the basics of preparing an individual return with a Schedule C for self-employment. Upon completion of this course, Drake users will understand how to:

- Prepare a Schedule C in Drake Tax.
- Enter assets for depreciation on Schedule C.
- Enter Automobile expenses for Schedule C.
- Report sales of assets for Schedule C assets.
- Calculate self-employment tax.
- Calculate estimated Payments and Vouchers.

**Course Fee:** \$45. Register 30 days prior to the date of the course and receive a 5% discount.

**How to Register:** Sign in to <a href="https://Support.DrakeSoftware.com">https://Support.DrakeSoftware.com</a> and select **Training > Classroom Training** from the menu on the left side of the web page. Refer to the **FAQs** on the web page for detailed instructions and frequently asked questions.

#### **CPE Facts:**

Affiliation	Format	CPE/Field of Study	Course ID #	Sponsor ID #
NASBA	Internet-Based	<b>2</b> — Computer Software & Applications	N/A	103137
CTEC**	N/A	o — N/A	N/A	N/A
IRS	Online/Group	2 — Federal Tax Law	FQTGU-T-00454-22-0	FQTGU
TX State Board of Accountancy	Internet-Based	<ul><li>2 — Computer Software &amp; Applications</li></ul>	100368	002921

<sup>\*</sup>Individuals with other professional credentials should check with their state licensing board or accrediting organization to determine if this program meets their continuing education requirements.

Course Level: Basic Last Revision: Winter 2022

Prerequisites: There are no required prerequisites other than a general knowledge of Drake Tax.

**Course Policies:** Drake Software will grant a full refund if a refund request is received within at least 72 hours prior to the start of the webcast. Registrants who are "no-shows" for the live webcast will not qualify for a refund. Refund re-quests will *not* be granted by phone and must be sent to *Education@DrakeSoftware.com*.



 $\label{lem:continuing} \textit{Drake Software is an IRS qualified sponsor of continuing professional education}.$ 

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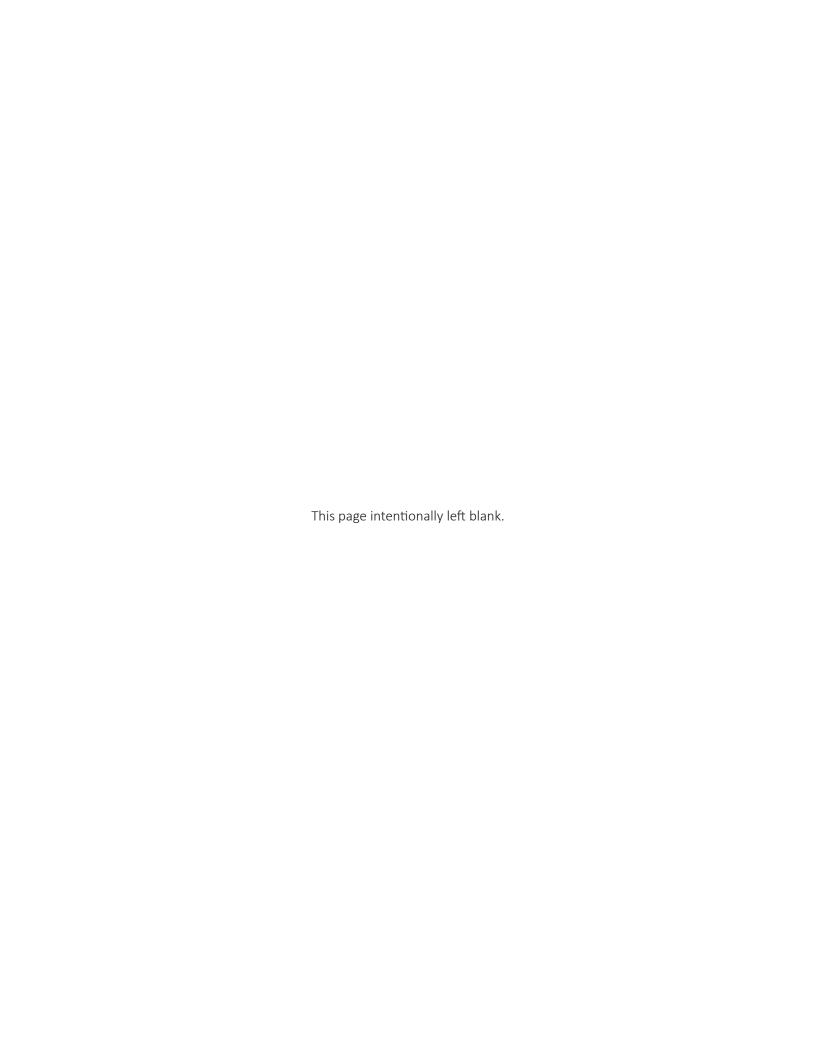


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<sup>\*\*</sup>CTEC does not allow credit to be awarded for courses that cover tax software topics.

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# Schedule C

For a full, detailed documentation of each subject presented in this class, view the 2021 Drake Tax User's Manual, located in the PDF folder on the Drake Software CD and from your User Account (Support.DrakeSoftware.com > Support > Documents).

# Course Objectives

Upon completing this course, you will be able to:

- Identify steps for entering data for Schedule C
- Explain how to enter depreciable assets
- Describe the process for entering sale of business assets
- Enter automobile expenses for Schedule C
- Calculate self-employment tax
- Generate estimated tax payment vouchers

## **Detailed Sections Overview**

This course reviews the following in detail:

- Whether Schedule C is appropriate
- Schedule C Tabs
  - Income/Expenses Tab
  - Carryovers/State Info Tab
  - Prior Year Compare Tab
- Retirement Deductions
- Self-Employment Tax
- Estimated Tax and Overpayments
- 2210 Underpayment
- Elections
- Sales of Assets

- P Installment Sales
- Group Sales
- Tax Planner
  - Toolbar Functions
  - Scenarios

# Is Schedule C Appropriate?

Consider the following when determining whether to use Schedule C:

## Is It Really a Trade or Business?

Treasury Regulation 1.183-2(b) sets out various factors to consider in determining whether an activity is engaged for profit. The factors as specified are not exclusive, as other factors may be considered as dictated by the facts and circumstances.

Nine factors are considered, including expertise of taxpayer, time and effort expended, history of income or loss with activity, and elements of personal pleasure or recreation.

The nine factors are also referred to as "Hobby Loss Rules". These are the factors used by the IRS to prevent taxpayers from deducting losses incurred while pursuing a hobby.

## **Ownership Questions**

Is the taxpayer really a sole proprietor? Or is it a married couple operating business together?

- If it's a qualified joint venture, it's OK to use Schedule C if the conditions are right.
- If it's a partnership, use Form 1065, *not* Schedule C.

#### **Qualified Joint Venture**

All of the following conditions must be met for the business to be classified as a qualified joint venture:

- The only members are spouses.
- Both spouses materially participate in the business.
- The spouses file a Married Filing Jointly return.
- Both spouses elect to have a provision apply.

- The election is made by dividing all income, deductions, etc., between the spouses in accordance with their respective interests in the venture.
- Each spouse has a separate Schedule C.
- Each spouse has a separate Schedule SE.

#### Partnership

If it is not just one taxpayer operating the business, and the business does not fall under the category of a qualified joint venture, then:

- The business must be classified as a partnership.
- Form 1065 must be used instead of Schedule C.
- Schedules K-1 from the partnership must be distributed for each partner's 1040 return.
- Schedule SE (Form 1040) should be filed for each partner.

### Special Situations

In the following Community Property States, it is OK to either use *one* Schedule C or file the business as a partnership using Form 1065:

- Arizona
- California
- Idaho
- Louisiana
- Nevada

- New Mexico
- Texas
- Washington
- Wisconsin

## **Accounting Method**

IRS Revenue Procedure 2000-22 provides that the Commissioner of Internal Revenue will exercise his discretion to except a qualifying taxpayer with average annual gross receipts of \$1,000,000 (updated to \$27,000,000 in 2022) or less from the requirements to account for inventories and to use an accrual method of accounting for purchases and sales of merchandise; therefore, even with inventory, some taxpayers can use the cash method of accounting. See Pub. 538 for more information.

# Review Prior-Year Returns

Did the taxpayer use all tax strategies possible? For example:

- De minimis safe harbor election
- Depreciation methods
- Self-employed health insurance deduction
- Retirement deductions

If significant savings would occur, consider amending applicable returns. Note that:

- Some elections cannot be made on amended returns
- Retirement contributions normally not available after first filing
- Amendments should consider state consequences

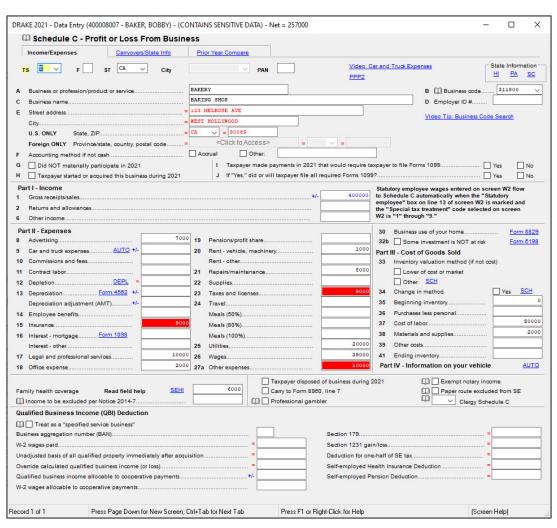
## Drake Tax Schedule C Tabs

Schedule C, Profit or Loss from Business, can be prepared in Drake Tax. Each Schedule C has three main data entry screens (tabs).

## Income/Expenses Tab

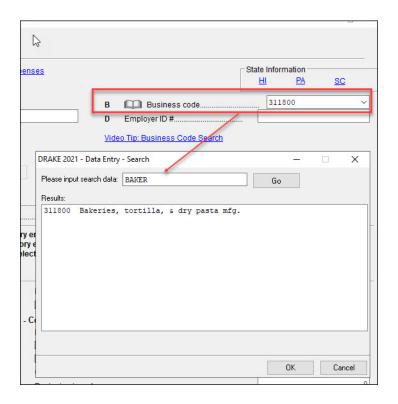
The first tab of screen **C**, **Income/Expenses**, is the main screen where the business information, address, and income and expenses are entered. The net income or loss is recalculated as data is entered (red rectangle in following image).





#### **Business Code Search**

To enter a principal business or professional activity code for a Schedule C, on the **Income/Expenses** tab of screen **C**, make a selection from the **Business code** drop list. You can search the list of codes by clicking in the field and pressing CTRL+SHIFT+S or by right-clicking the field and selecting **Search**.



#### **Header Questions**

Answer the header questions regarding the business's accounting method, 1099 payments, etc.

For taxpayers with inventory, see <u>IRS Publication 538</u> for information on when a taxpayer can use the cash method of accounting.



## Income, Expenses, & Detail Worksheets

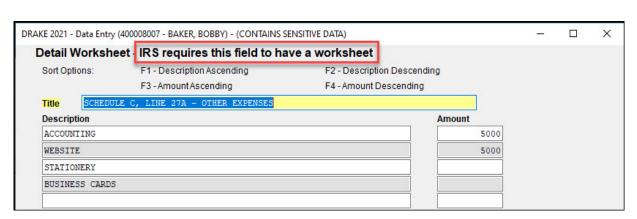
Income and expenses can be entered as appropriate in the corresponding fields.

Detail Worksheets can be created for almost any field. Double-click in the field, press CTRL+W, or right-click and select **Add Worksheet** to open a Detail Worksheet.

When a Detail Worksheet is created, the field is highlighted in red (default color), and the total amount is displayed.

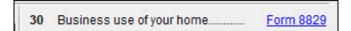
Detail Workshe	eet				
Sort Options:	F1 - Description Ascending	F2 - Description Descending			
	F3 - Amount Ascending	F4 - Amount Descending			
Title SCHEDUI	LE C, LINE 15 - INSURANCE				
Description		Amo	unt		
LIABILITY INSU	RANCE		7000		
W COMP INSURAN	CE		2000		
	1900				
TOTAL			0000		
TOTAL			9000		

Detail Worksheets are not typically e-filed with the tax return. An exception is line **27a, Other Expenses**.



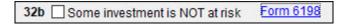
#### **Business Use of Home**

Click the **Form 8829** link beside the **Business use of your home** field to open screen **8829** and enter home-office expenses.



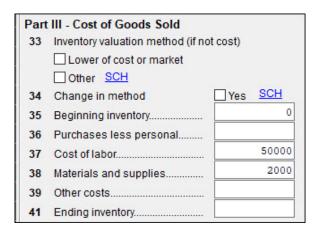
#### At-Risk Limitations

Links to Form 6198, At-Risk Limitations, open screen **6198**, allowing you to deduct losses if the activity falls under at-risk limitations.



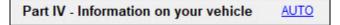
#### Cost of Goods Sold (COGS)

Enter cost of goods sold information on Part III of screen C, if applicable.



#### **Auto Expenses**

Part IV of screen **C** provides a link to screen **AUTO**.



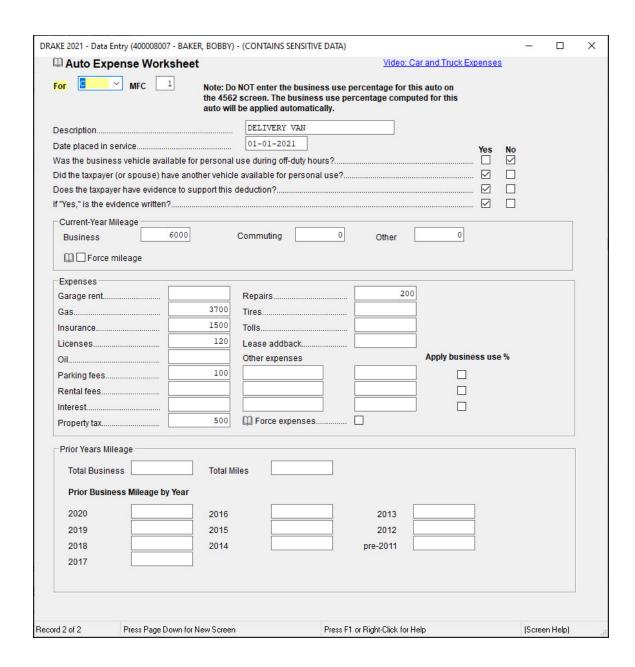
When a vehicle is used for business, the taxpayer may qualify to deduct either mileage or actual expenses (including depreciation, if applicable) for a car or truck on his or her tax return. To enter this information in Drake Tax, follow the below steps.

- **1.** Enter the following information about the vehicle on screen **4562** (even if only deducting mileage).
  - For Choose AUTO.
  - Multi-form code Enter the number that corresponds to the AUTO screen. (For example, enter 2 if you are associating this 4562 screen with the second AUTO screen. No entry is needed if only one AUTO screen exists.)
  - Description
  - Date Acquired
  - ° Cost
  - Business use % Leave blank.
  - Used Prop Mark if applicable.
  - **Listed Prop Type** Choose the appropriate property type (**V**, **E**, **T**, **H**, or **N**).
  - Property type 12 Choose the type of property.
  - Method
  - ° Life
- 2. Navigate to the **AUTO** screen for this vehicle. From the **For** drop list, select to which form or schedule the vehicle belongs, and enter the corresponding **MFC** if there are multiple screens for that form or schedule.
  - The choices are: Schedule C\*, Schedule E, Schedule F, Form 4835, or Schedule K-1 from a partnership.



\*If the return contains a Form 4562 for the same Schedule C that has been selected on the **AUTO** screen, the vehicle information flows to Form 4562; the second page of the related Schedule C is not produced.

- **3.** Enter the same **Description** and **Date placed in service** that appear on the **4562** screen.
- **4.** Answer the four required questions about the business and personal use of the vehicle.
- **5.** Enter the **Current-Year Mileage**.
  - On The current-year business mileage is used to calculate the business use of the vehicle. View this calculation on the Auto Expense Worksheet ("Wks Auto" in View/Print mode).
  - O Business miles are required whether the taxpayer elects to use mileage or actual expenses for the vehicle.
  - Prior-year mileage data can be entered at the bottom of the **AUTO** screen.
- **6.** Enter any other applicable **Expenses** (optional if taking mileage).
  - O Calculated depreciation will flow from the related **4562** screen.
  - o If you entered both mileage and actual expenses on the **AUTO** screen, the software will automatically compute and apply the most advantageous deduction *unless* you select **Force mileage** or **Force expenses**.

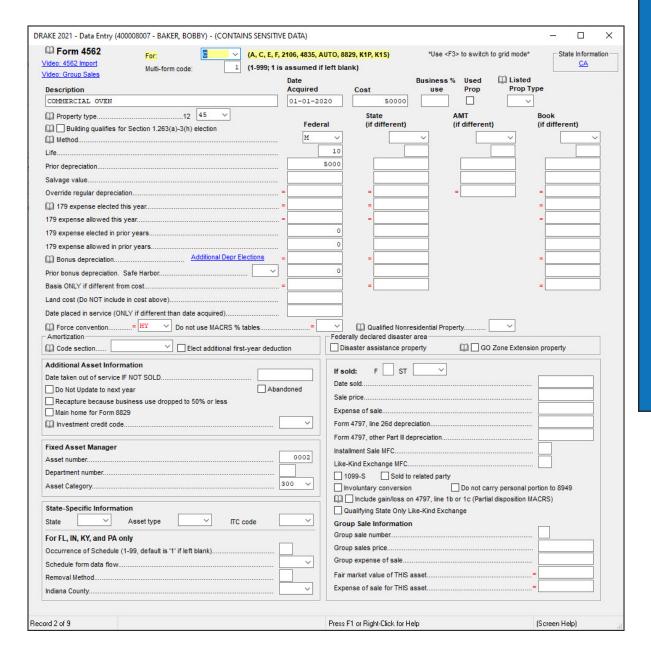


## Depreciation

The **Depreciation** line of screen **C** has a link to screen **4562**. This field is an adjustment field, as indicated by the blue +/- sign. Amounts entered in this field will be added to or subtracted from the depreciation total from other screens pertaining to this activity.



The **4562** screen allows for customization of assets being depreciated, and can generate state, AMT, and book depreciation as well.

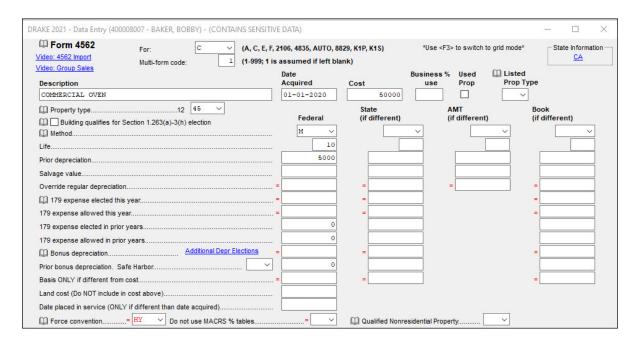


The top portion of screen **4562** is used to enter key information on each asset. Be sure to enter:

- For The related form or worksheet the asset should be linked to
- **Multi-form code** Indicate to which instance of the **For** form or worksheet the asset is related (applicable only if multiple of the respective screen exist).
- Description
- Date Acquired
- Cost For buildings, be sure to separate land cost in Land cost field below. The full cost
  of the asset is the sum of the Cost (at the top of the screen) and the Land cost.
- **Business % use** Use if not 100%.
- **Used Prop** or **Listed Prop Type** If applicable (note that these options do not apply to buildings)
- **Property type** 1245, 1250, etc.

- Building qualifies for Section 1.263(a)—3(h) election For eligible buildings only.
   Qualifying small taxpayers (those who have average annual gross receipts of \$10 million or less) may elect to *not* apply improvement rules to an eligible building if the total amount paid for repairs, maintenance, improvements, and similar activities performed on the building do not exceed the lesser of \$10,000 or 2% of the unadjusted basis of the building.
- Depreciation **Method** Use the **Federal** column.
- Life Enter the Life of the asset in years.
- Prior depreciation (for new Drake Tax returns only) Enter the amount of Prior
  depreciation for the asset. If the return was brought forward from Drake Tax 2020, this
  field is completed automatically.
  - Prior bonus depreciation (for new Drake Tax returns only) Complete if applicable, and select the appropriate Safe Harbor.

The **State**, **AMT**, and **Book** depreciation columns allow for specialized entries if these amounts differ from those entered in the **Federal** column. Note that Drake Tax automatically calculates state and AMT depreciation based on federal entries.



#### Bonus Depreciation —

Bonus depreciation is taken automatically unless declined. Use the **Additional Depr Elections** hyperlink beside the **Bonus depreciation** field to open screen **10**. Make the desired selection for all or some classes of assets.

To elect out of bonus depreciation	n for ALL classes of proper	y, mark this box.		
To elect out of bonus depreciatio use the section below.	n for only certain classes of	property,		
	bonus b	lect out of onus epreciation		
3 - Year Property				
5 - Year Property				
7 - Year Property				
10 - Year Property				
15 - Year Property				
20 - Year Property				
x depreciation for any class of p	nus depreciation. MT) depreciation will be th roperty when the election	e same as regular s made to NOT		
OTE: Alternative Minimum Tax (A ax depreciation for any class of p ake the special bonus depreciation	roperty when the election i	s made to NOT		

#### De Minimis Safe Harbor Election

The de minimis safe harbor is an administrative convenience that generally allows the taxpayer to elect to deduct small-dollar expenditures for the acquisition or production of property that otherwise must be capitalized under the general rules. To apply this election, the taxpayer must:

- Expense up to:
  - \$2,500 (without an Applicable Financial Statement (AFS)1)
  - \$5,000 (*with* an AFS)
- Limit per invoice or per item
- Have an accounting procedure in place at the beginning of the year
- Have an accounting procedure written for AFS taxpayers
- Make a non-revocable election each year on his or her tax return

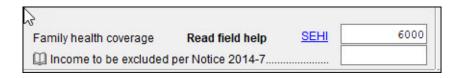
See Regulation section 1.263(a)-1(f)(4) for further details.

<sup>1</sup> A financial statement required for SEC reporting, an audited financial statement by a CPA, or a financial statement required by certain government agencies

Use screen **ELEC** to make this election.

## SE Health Insurance Deduction

Enter eligible premiums and other costs for self-employed health insurance. Be sure to read the field help (press F1 with your cursor in the field), and do not duplicate these expenses elsewhere in Drake Tax.



Use the link to the **SEHI** screen to enter additional items, such as long-term care expenses.

		Entering Self-Employed Health Insurance Deduction				
TSJ	J T V F ST CA V					
	For:	C Multi-form code:				
1	Total payments made during the tax year for health insurance establi taxpayer, spouse, or dependents. (Do not include amounts paid for neligible under another plan.)					
	IMPORTANT! If a Form 1095-A was received for this insurance processes the start of	Premium Tax Credit the 1 1095-A.) Do not duplicate this				
2	Qualified long-term care amount					
4	Total of all net profits from self-employed income					
5						
9						
11	Medicare wages from an S corporation		15			
12	. Amount from Form 2555, line 45, attributable to the amount entered of	on line 4 or 11 above				
we	the light of the IRS position, as explained in Frequently Asked Question ebsite), the check box that prevented the SEHI deduction from affecting t EHI. Override fields are still available on screen K199.		reen			
Qu	ualified Business Income Deduction FAQs					

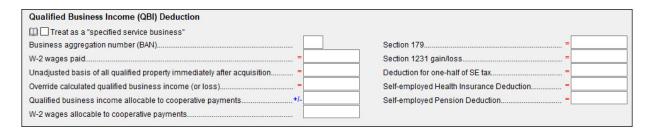
## Additional Information

Mark any boxes that apply for additional information and special tax treatment.

Taxpayer disposed of business during 2021	☐ Exempt notary income
Carry to Form 8960, line 7	Paper route excluded from SE
☐ Professional gambler	Clergy Schedule C

#### Qualified Business Income (QBI) Deduction

Use the **Qualified Business Income (QBI) Deduction** section to treat the Schedule C as a Specified Service Business or aggregate the activity with other activities to maximize the QBI deduction.



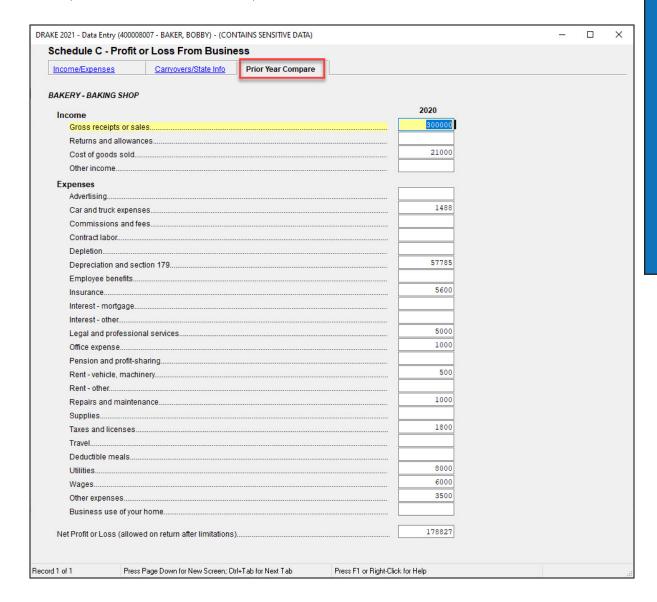
# Carryovers/State Info Tab

Use this tab to track prior unallowed passive losses and certain state information. There is also a check box to indicate that the entered data was from reconstructed client data and receipts.

Prior unallowed pa	S Carryovers/State Info	Prior Year Compare			
Prior unallowed pa	sk Carrytorwards from 2020				
		Regular Tax Total	Regular Tax Pre-2018	AMT	
Prior unallowed pa	assive operating				
	assive 4797 Part 1				
Prior unallowed pa	assive 4797 Part 2				
Prior unallowed at-	-risk losses				
Disallowed mortga	age Interest from 2020 8990				
Disallowed other In	nterest from 2020 8990				
State use ONLY					
Native American	n income				
	s Residence Relief Act				
	n employee for CA purposes				
LC#					
Entertainment expe	enses				
Adjustment to fede	ral expenses	+/-			
New York and Ke using pre-CARES have existed had	sive/At-Risk Carryfowards from ntucky decoupled from certain p Act law for state purposes. Use the CARES Act not been passed. eral return under pre-CARES Act	rovisions of the CARES Act a the fields below to show the The amounts in this section	and require a federal retur amount of federal carryo will be used instead of th	vers that would	
		Regular Tax Total			
Prior unallowed pa	assive operating				
	assive operatingssive 4797 Part 1				
Prior unallowed pa					
Prior unallowed pa Prior unallowed pa	assive 4797 Part 1				
Prior unallowed pa Prior unallowed pa Prior unallowed at-	assive 4797 Part 1assive 4797 Part 2				
Prior unallowed pa Prior unallowed pa Prior unallowed at- Disallowed mortga	assive 4797 Part 1ssive 4797 Part 2				
Prior unallowed pa Prior unallowed pa Prior unallowed at- Disallowed mortga	assive 4797 Part 1 assive 4797 Part 2 risk losses age interest from 2020 8990				
Prior unallowed pa Prior unallowed pa	assive 4797 Part 1assive 4797 Part 2				

# Prior Year Compare Tab

The data in the **Prior Year Compare** tab is filled in automatically if the return is carried forward from Drake Tax 2020. If the return was not carried forward, or no prior-year Schedule C existed for the activity, entries can be made manually.



If data is present on the **Prior Year Compare** tab of screen **C**, Drake Tax produces a Schedule C Comparison report for the activity ("Comparison Sch C" in View/Print mode).

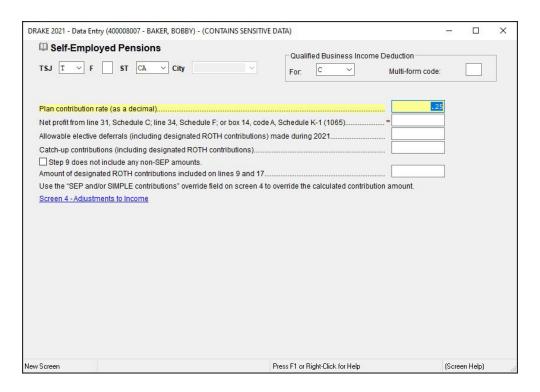
	le C Comparison th the return. It is for your rec	ords only.)	2021
BOBBY BAKER			400-00-8007
Principal business: BAKERY			
Business name: RAKTING SHOP			-4
	2020	2021	Difference
ncome	2020	2021	Directice
Gross Receipts or sales	300.000	400.000	100.00
Returns & allowances	300,000	400,000	100,00
Costofgoods sold	21,000	52,000	31.00
Gross profit	279,000	348,000	69.00
Other income	213,000	320,000	05,00
Gross income	279.000	348.000	69.00
Expenses	2.7,000	220,000	53,00
Advertising	(E)	7.000	7.00
Car and truck expenses	1.488	6.466	4.97
Commissions and fees	107.41.5250	ACCOUNT.	476
Contract labor	2		
Depletion			
Depreciation &s ection 179	57.785	55.020	(2.76
Employee benefit programs			
Insurance	5,600	9,000	3.40
Mortgage interest	1	1	
Other interest	1.6		
Legal & Professional services	5.000	10,000	5.00
Office expense	1.000	2.000	1.00
Pension & profit-sharing	(35) 6 51	15,000	0.70%
Rentor lease - machinery	500	1,000	50
Rentor lease - other property	5	WASHEST AND A STREET	9.550
Repairs & maintenance	1.000	8.000	7.00
Supplies			
Taxes and licenses	1.800	9.000	7.20
Travel			
Deductible meals	Š.		
Utilities	8,000	20,000	12,00
Wages	6,000	25,000	19.00
Other expenses	3,500	10,000	6,50
Total expenses	91,673	162,486	70,81
Bus ines s use of home	666,500,000	KHER MARINES	559,500
Net profit or (loss)	187,327	185,514	(1,8)
			1.130
Allowed on return after			
Form 6198 and Form 8582 limitations	178,827	185,514	6.68

# **Retirement Deductions**

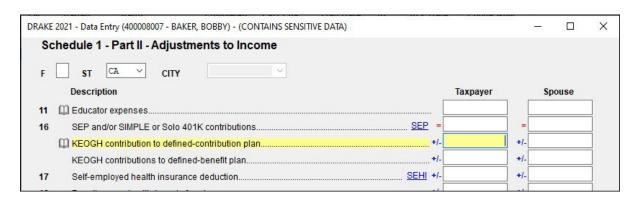
For profitable self-employed taxpayers, consider one of the following:

- Solo 401(k) No employees; spouse as a joint owner is OK)
- **SIMPLE IRA or 401(k)** up to \$13,500 if under the age of 50; up to \$16,500 if age 50 or older
- **SEP-IRA** Can be established up to the due date of the tax return; 25% or \$58,000 deduction
- Defined Benefit Plan Super-charge deductions

Use the **SEP** (SE Pensions) screen to enter the applicable percentage.

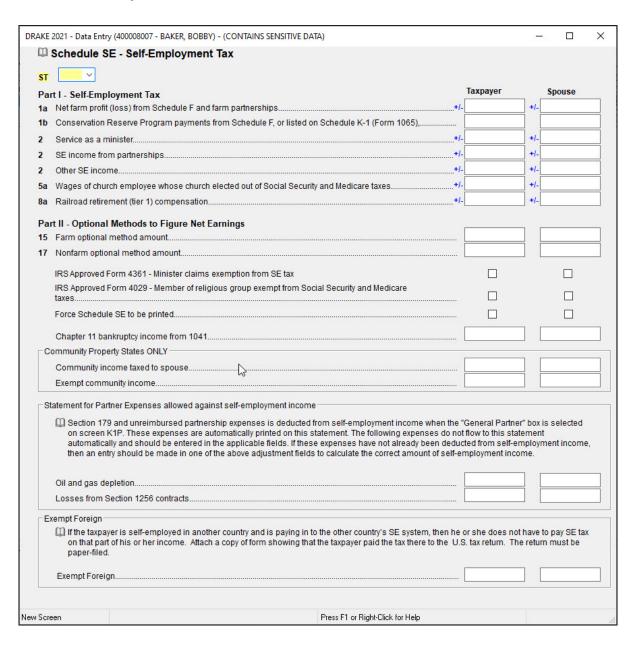


To override SEP, SIMPLE, or solo 401(k) contributions, use screen 4 (Adjustments).



# Self-Employment Tax

Self-employment tax is automatically calculated by Drake Tax using data entered on screen **C** and related screens. Adjustments can be made on screen **SE**, if needed.



If applicable, Drake Tax will produce Schedule SE, Self-Employment Tax (Form 1040), with the return, and deduct one-half of the SE tax (as appropriate).

(Form	DULE SE 1040)	Self-Employment	t Tax		-	0024
		ov/ScheduleSE for instructions attach to Form 1040,1040-8R, or		estinformation.	Attach Seque	nce No. 17
Name o	person with self-employment income (as shown on Fo			urity number of perso	n	
вовя	Y BAKER		with self-	em ployment incomq	400-00	-8007
Part			v name-re			
	your only income subject to self-employment	tax is church em ployee Incom e	, see instruct	ions for how to report	your incon	ne
	definition of church employee income.	76 IZ762992392393	10 1939	70 <u>0</u> 11 1032234501 1		
Α	If you are a minister, member of a religious ord			and the second s	had	33.5
out to	\$400 or more of other net earnings from self-		nue with Part	L		•
	s 1a and 1b if you use the farm optional metho Net farm profit or (loss) from Schedule F, line 3		e K-1 /Form 1	085)	T T	
та	box 14. code A				1a	
b	If you received social security retirement or di				la la	
	Program payments included on Schedule F, line				1b (	
Skip in	2 if you use the nonfarm optional method in Pa	rt IL See instructions.				
2	Net profit or (loss) from Schedule C, line 31; an	nd Schedule K-1 (Form 1065), box 1	14, code A (a	ther than		
	farming). See instructions for other income to r	eport or if you are a minister or mer	mber of a relig	gious order	2	185,51
3	Combine lines 1a, 1b, and 2				3	185,51
4 a	If line 3 is more than zero, multiply line 3 by 92.				4a	171,32
	Note: Fline 4a is less than \$400 due to Conse				100	
-	If you elect one or both of the optional methods				4b	
С	Combine lines 4a and 4b. If less than \$400, st less than \$400 and you had church employe				4c	
5 -	Enter your church employee income from				40	171,32
Ja	definition of church employee income		5			
b	Multiply line 5a by 92.35% (0.9235). If less than				5b	
6	Add lines 4c and 5b				6	171.32
7	Maximum amount of combined wages and self-	employment earnings subject to so	ocial security t	tax or		1000
	the 6.2% portion of the 7.65% railroad retireme	nt (tier 1) tax for 2021			7	142,80
8 a	Total social security wages and tips (total of be	oxes 3 and 7 on Form(s) W-2)				
	and railroad retirement (tier 1) compensation. If		21			
10.01	8b through 10, and go to line 11					
	Unreported tips subject to social security tax fr					
_	Wages subject to social security tax from Form Add lines 8a, 8b, and 8c		_	С	8d	
9	Subtract line 8d from line 7. If zero or less, ente				9	
10	Multiply the smaller of line 6 or line 9 by 12.49	~			10	142,80
11	Multiply line 6 by 2.9% (0.029)				11	17,70
12	Self-employmenttax. Add lines 10 and 11.			10 4	12	22.67
13	Deduction for one-half of self-employme	nt tax.	Ch.		197	9,000
	Multiply line 12 by 50% (0.50). Enter here and	on Schedule 1 (Form 1040),				
	line 15		13	3 11,338		
Part				<u></u>	-	
	ptional Method. You may use this method or		w asn't more t	han		
	or (b) your net farm profits? were less than Si Maximum income for optional methods					C 00
14	Enter the smaller of: two-thirds (2/3) of gross	form income! (not less than zero)	or \$5,880 A	llen include	14	5,88
10	and the same of th				15	
Nonfar	m Optional Method. You may use this metho					
	less than 72.189% of your gross nonfarm inc					
of at le	est \$400 in 2 of the prior 3 years. Caution: You	may use this method no more than	n five times.			
16	Subtract line 15 from line 14				16	
17	Enter the smaller of: two-thirds (2 /3) of gros		zero) or the a	mount on	20000	
1 Epons	line 16. Also, include this amount on line 4b abo dt. F. line 9; and Sch. K-1 (Form 1065), box 14, code		Sch. C. Ilno 34:	and Sch. K-1 (Form 1065)	17	10 A
2 From	ch. F, line 34; and Sch. K-1 (Form 1065), box 14, code	e A-minus the amount 4From S		and Sch. K-1 (Form 1065), nd Sch. K-1 (Form 1065),		C.
	uld have entered on line 1b had you not used the option			12		
For Da	oerwork Reduction Act Notice, see your ta	x return instructions.		8	ohedule 8E	(Form 1040) 20

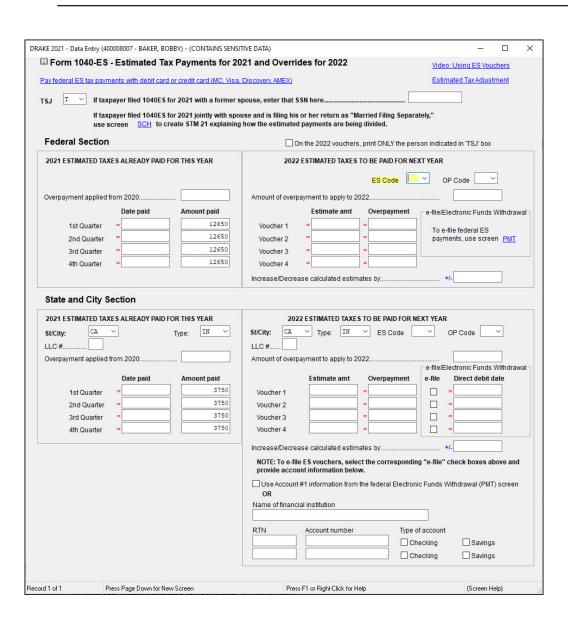
# Estimated Taxes and Overpayments

Drake Tax automatically generates federal estimated tax payment vouchers when they are required—for instance, when the taxpayer has a balance of \$1,000 or more—unless you choose to not generate the vouchers.

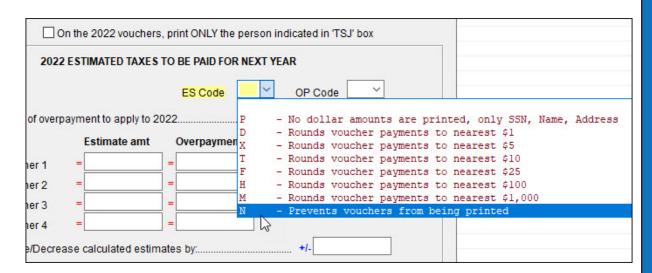
- You can opt to not generate the vouchers globally (for all returns) by navigating to Setup > Options > Form & Schedule Options tab and selecting Print ES voucher only when screen ES indicates. If this option is marked, estimates must be generated manually by making entries on the ES screen for each return for which estimates are needed.
- You can choose to generate a set of blank vouchers on a per-return basis by opening the **ES** screen and choosing **P** from the **ES Code** drop list.



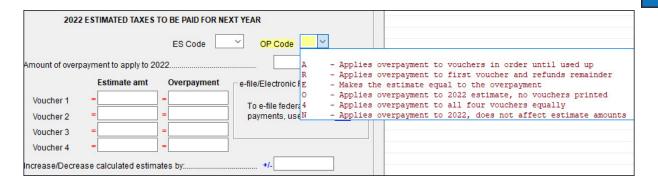
Blank vouchers are not allowed for all states. See <u>Knowledge Base article "14868: State Returns — Blank Estimated Vouchers Not Allowed"</u> for the complete list of states.



• You can also choose to *not* generate vouchers on a per-return basis by opening the **ES** screen and choosing **N** from the **ES Code** drop list.



Overpayments can be applied by making the desired selection from the **OP Code** drop list. You can designate different options for the federal return and state returns.



# 2210 Underpayment

Form 2210, Underpayment of Estimated Tax by Individuals, Estates, and Trusts, is used to calculate a penalty when the taxpayer has underpaid on his or her estimated taxes (quarterly ES vouchers) or under-withheld. This penalty is different from the penalty for paying taxes late.

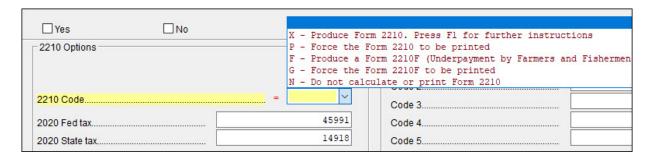
Form 2210 is not generated unless there is an underpayment and the form is required.



Drake Tax does not calculate any interest that may be charged by the IRS on the underpayment penalty.

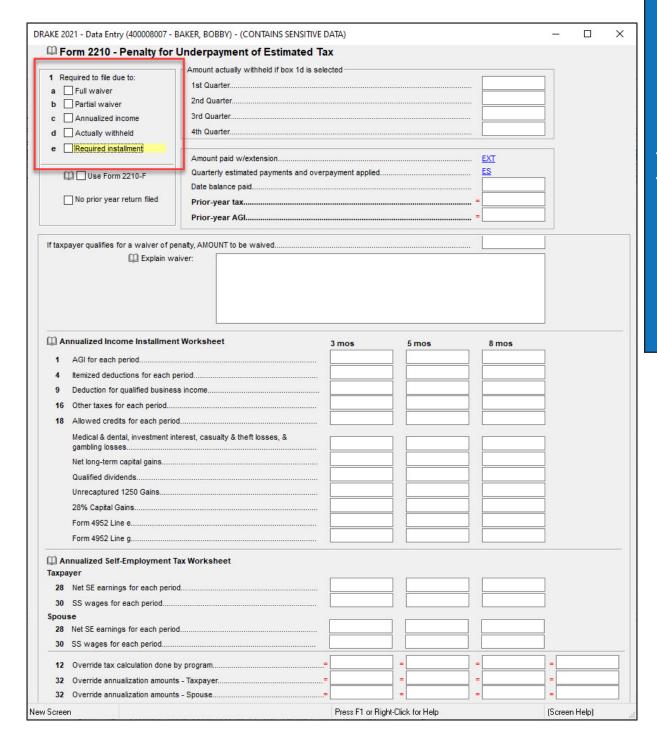
By default, Drake Tax calculates the estimated tax penalty and displays it on the "Estimated tax penalty" line of Form 1040. This default setting can be changed on a per-return basis by navigating to screen **1**, and under **2210 Options**, making the appropriate selection from the **2210 Code** drop list.

Form 2210 can also be forced to print by selecting the applicable code from the **2210 Code** drop list. If you choose to force Form 2210 but it is not generated, the amount owed on the return is less than \$1,000; therefore, no penalty is calculated, and Form 2210 is not required.



If the return was updated from Drake Tax 2020, unless you have entered a different amount, the **2020 Fed tax** field on screen **1** contains the total federal tax from the prior year (from line 16 of Form 1040, for example). Similarly, the field **2020 State tax** displays the equivalent tax from the prior year resident state return. Both the **2020 Fed tax** and **2020 State tax** fields on screen **1** are flagged as a green "unverified" field if the return was updated from Drake Tax 2020. If you did not prepare the prior-year return in Drake Tax and update it to Drake Tax 2021, you can manually enter the prior-year tax amount to calculate Form 2210, if needed.

If you want to mark a Part II waiver option on Form 2210, select the most applicable check box in the upper-left corner of screen **2210**.



# Elections

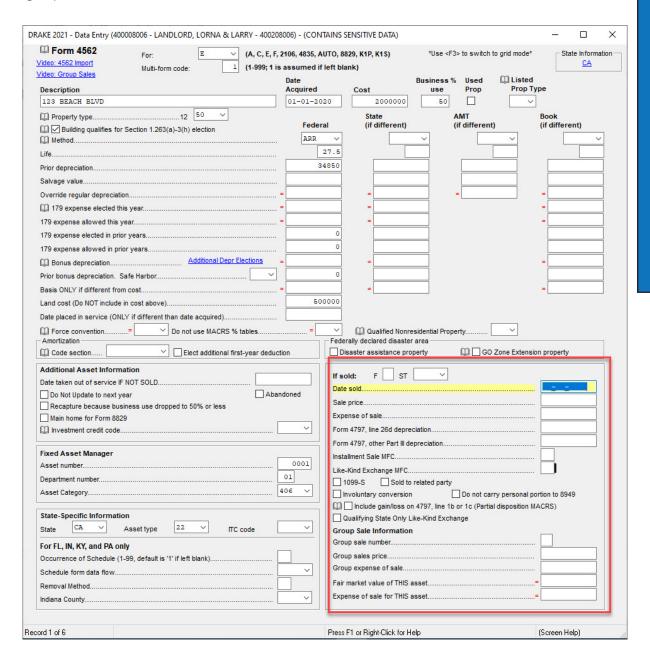
To indicate that a return will be taking an "election" described in the IRS code, check the appropriate box on the **ELEC** screen.

For most **ELEC** screen elections, marking a box will cause Drake Tax to automatically produce an explanation for that election on an **Elections** page in View/Print mode ("ELECTION"). After you select an election, View the return (press CTRL+V) and review the **Elections** page. If there is no explanation, or if the explanation is not sufficient, complete a **SCH** screen by selecting **E** — **Election Explanation** from the **Type of attachment** drop list and entering an explanation. This produces a separate **Elections** page that is printed and transmitted with the return.

DRAKE 2021 - Data Entry (500001001 - SHOEMAKER, OXFORD & LOAFER - 500001000) - (C	CONTAINS SENSITIVE DATA) – 🗆 🗙
Election Options	(Go to SCH screen to complete a statement for election)
Form 1040  Sch A- Claim decedent medical expenses  Elect retirement plan contribution sec 1.72-6  Form 6251 - SLE 904 limitation to figure AMTFTC  Elective Safe Harbor for oil and gas property  Nonresident taxed as resident  Form 1040NR  Elect income treated as from U.S. business  Schedule B  Value of restricted stock included in W-2  OID - include market discount in current income  Schedules C, E, F  Deduct environmental cleanup costs  Elect to deduct costs for developing a mine  Elect to deduct costs for developing a mine  Elect to capitalize carrying charges  Real estate taxes ratably accrued  Sec. 1.263(a)-1(f) de minimis election  Sec. 1.263(a)-3(n) election  Sec. 1.263(a)-3(h) election is made on screen 4562  Schedule D  Sales of securities to ESOP, postpone gain  Postpone gain on QSB stock  Rollover gain for Empowerment Zone Assets  Mark-to-market election for traders  Schedule E  Elective Safe Harbor for oil and gas property  Sec 469(c)(7)(A) Treat all interests in rental real estate as single rental activity  Schedule F  Election to deduct preproductive expenses  Elect not to exclude payments  Cleat to treat tree cutting as sale or exchange  Elect to use 2021 crop disaster payments in 2022	Form 1099  Tax-free transfers for cash distributions  92-44 transfer for sec 403(b) contracts  Form 1116  Election to use exchange rate on date paid Recapture more overall loss than required Form 6251 SLE 904 limitation to figure AMTFTC Form 4562  Election to claim foreign tax credit without filing Form 1116  Form 4562  Fax preference items amortized - no AMT Form 4797  Recognize gain on disposition of intangibles  Relover gain for Empowerment Zone 60 days Rollover gain for Empowerment Zone 60 days  Mark-to-market election for traders Form 6252  Chter Description Description Description Description PPP Loan - Rev. Proc. 2021-20 PPP Loan - Rev. Proc. 2021-20
Record 1 of 1	Press F1 or Right-Click for Help

## Sales of Assets

The **4562** screen includes a section for recording the sale of the asset, as well as installment and group sale transactions.

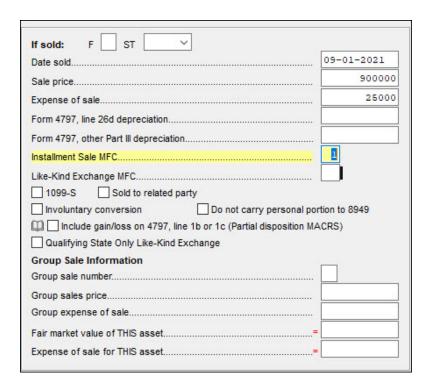


The Tax Planner can be used to evaluate future tax consequences if an asset is sold.

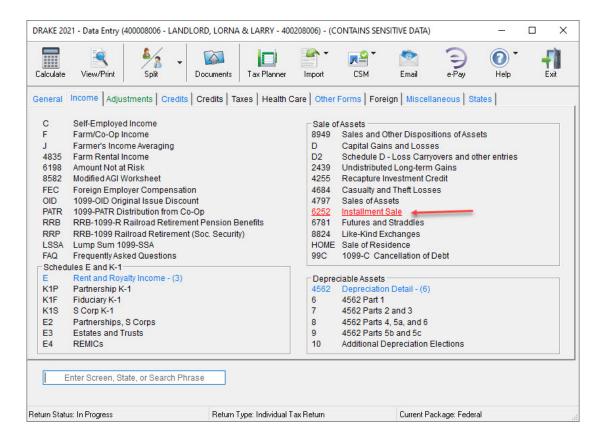
## Installment Sales

An installment sale is a sale where the taxpayer receives at least one payment after the tax year of the sale. To enter an installment sale, both the **4562** and **6252** screens must be used. To enter an installment sale:

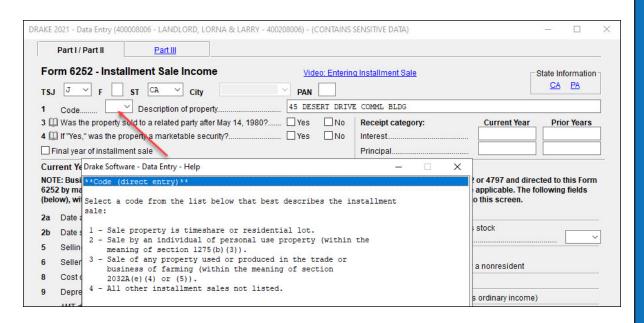
- 1. On the appropriate **4562** screen, enter the **Date sold**, **Sale price**, and **Expense of sale** for the asset being sold.
- **2.** Enter the **Installment Sale MFC**. Use 1 if there is only one installment sale; otherwise, enter 2 for the second installment sale, 3 for the third, etc.



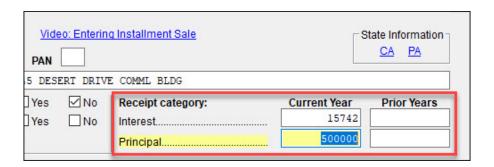
**3.** Open the **6252** screen, accessible from the **Income** tab of the **Data Entry Menu**.



**4.** On screen **6252**, enter the form header information, including the proper **Code**. Most sales are type **4**.



- **5.** Check the applicable boxes if the asset is a related party sale.
- **6.** In the **Receipt category** section, enter the interest and principal amounts received in the current tax year.



Entries are generally not needed for other sections. Data entered on the associated **4562** screen is used to calculate reportable gain for the current tax year.

Any remaining unrecognized gain is carried over to the next tax year. When the return is updated to Drake Tax 2022, the **Prior Years** column is updated automatically.

In the appropriate future tax year, when all sale proceeds have been received, mark the **Final year of installment sale** check box at the top of screen **6252**.

DRAKE 2021 - Data Entry (400008006 - LANDLORD, LORNA & LARRY - 4002080	06) - (CONTAINS S	ENSITIVE DATA)		- 0	X
Part I   Part II   Part III					_
Form 6252 - Installment Sale Income	Video: Entering	Installment Sale		State Information CA PA	
1 Code 4 V Description of property	5 DESERT DRIVE	COMML BLDG			1
3 Was the property sold to a related party after May 14, 1980?		Receipt category:	Current Year	Prior Years	
4 If "Yes," was the property a marketable security?		Interest	15742		
Final year of installment sale		Principal	500000		
Current Year Sale Information	-		*C-	2	
NOTE: Business assets being sold in the current year using the install 6252 by making an entry in the "Installment sale MFC" field on those s (below), with the exception of lines 6 and 15 (if applicable), are not req	creens. Complete	e any of the fields above that are a irecting a screen 4562 or 4797 to	applicable. The f		
2a Date acquired		Force gain to Form 4797	70 00	-	
2b Date sold		Qualified small business Section 1202 rate			
5 Selling price		Section 1202 rate			-
6 Seller's debts assumed by buyer		U.S. real property sold by a	nonresident		
8 Cost of property sold		Collectible			
9 Depreciation allowed or allowable		Noncapital asset (treat as	ordinary income	Υ	
AMT depreciation allowed or allowable (if different)		□ Noncapital asset (treat as	ordinary income	,	-3
11 Commissions and expense of sale		CAUTION: Use of the check box			
12 Depreciation recaptured on Form 4797		Selecting this box means you ar 6252 and ignoring the "Multi-form			
AMT depreciation recaptured on Form 4797 (if different)		4797 directing data to this scree			
15 Home sale excluded gain		Asset data will NOT flow to	this Form 6252		
Prior Year Sale Information NOTE: Portions of gross profit percer	ntage (entered be	low) must equal line 19, if used	Regular Tax	AMT	
19 Gross profit %					
Portion of gross profit % applicable to unrecaptured Section 1250 g	gains (if multi-ass	et sale)			
Portion of gross profit % applicable to all other long-term gains NO	T included in field	above (if multi-asset sale)		//\	
Portion of gross profit % applicable to short-term gains (if multi-ass	set sale)				
Percentage of total group sales price that relates to the installment	-eligible assets (i	f multi-asset sale)			
25 Part of line 24 (Form 6252) that is ordinary income (if sold prior to 6	6/07/1984)				
					1
Unrecaptured 1250 gain remaining to be taxed					_
SSN					
Name			=		
Street address					
City					
U.S. ONLY State, ZIP	<click a<="" td="" to=""><td>Cess&gt;</td><td></td><td></td><td></td></click>	Cess>			
Foreign ONLY Province/state, country, postal code	SCHOOL TO A	cess			
LLC # (State use ONLY)					
ecord 1 of 1 Press Page Down for New Screen; Ctrl+Tab for Next Tab	Press E1 o	r Right-Click for Help	Ti-	(Screen Help)	

# **Group Sales**

A group sale is when more than one asset is sold in a single transaction.

Go to the **4562** screen that belongs to the *first* asset in the group sale. In the **If sold** section (lower-right quadrant of screen **4562**), enter: the

- Date sold
- **Group sale number** Indicate which sales group the asset belongs to. Enter 1 unless there are multiple sales groups in the return, in which case, enter 1 if the asset is part of the first group, 2 for the second group, etc.)
- **Group sales price** Total sales price of the group

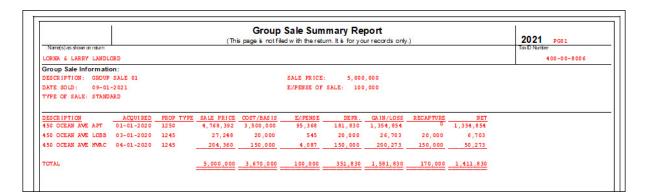
- **Group expense of sale** Total expenses for the respective group sale
- (optional) Fair market value of THIS asset
- (optional) Expense of sale for THIS asset

For the other assets sold in the group, enter the:

- Date sold
- Group sale number
- (optional) Fair market value of THIS asset
- (optional) Expense of sale for THIS asset

°lf sold: F ST Y	
Date sold	09-01-2021
Sale price	
Expense of sale	
Form 4797, line 26d depreciation	
Form 4797, other Part III depreciation	
Installment Sale MFC	
Like-Kind Exchange MFC	
☐ 1099-S ☐ Sold to related party	
☐ Involuntary conversion ☐ Do not carry personal p	ortion to 8949
☐ Involuntary conversion ☐ Do not carry personal p ☐ Include gain/loss on 4797, line 1b or 1c (Partial dispos	
☐ Include gain/loss on 4797, line 1b or 1c (Partial dispos	
☐ Include gain/loss on 4797, line 1b or 1c (Partial dispos☐ Qualifying State Only Like-Kind Exchange	
☐ Include gain/loss on 4797, line 1b or 1c (Partial dispos ☐ Qualifying State Only Like-Kind Exchange Group Sale Information	ition MACRS)
☐ Include gain/loss on 4797, line 1b or 1c (Partial dispos ☐ Qualifying State Only Like-Kind Exchange  Group Sale Information  Group sale number	ition MACRS)
☐ Include gain/loss on 4797, line 1b or 1c (Partial dispos ☐ Qualifying State Only Like-Kind Exchange  Group Sale Information  Group sale number	1 5000000

Drake Tax reports the sale as appropriate on Form 4797 and Schedule D. A **Group Sale Summary Report** ("Group Sale Summary" in View/Print) is generated for informational purposes.



## Tax Planner

The Drake Tax Planner is designed to help you assist your clients in planning for the future. By comparing a client's current tax situation to different scenarios that could occur—such as buying or selling a rental property, a change in income, etc.—you can see how these changes may affect their finances and tax liability. Because scenarios are set up using the same **Data Entry Menu** and data entry screens that you are already familiar with, building different scenarios is quick and easy.

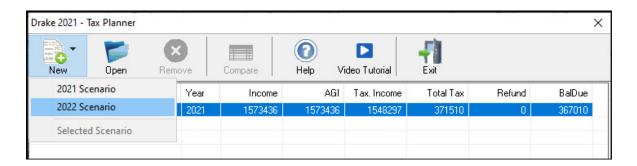
Open a client's return, and click the **Tax Planner** icon to open the **Tax Planner** dialog box.



The original return is listed, as are any other scenarios you have created.

## **Toolbar Functions**

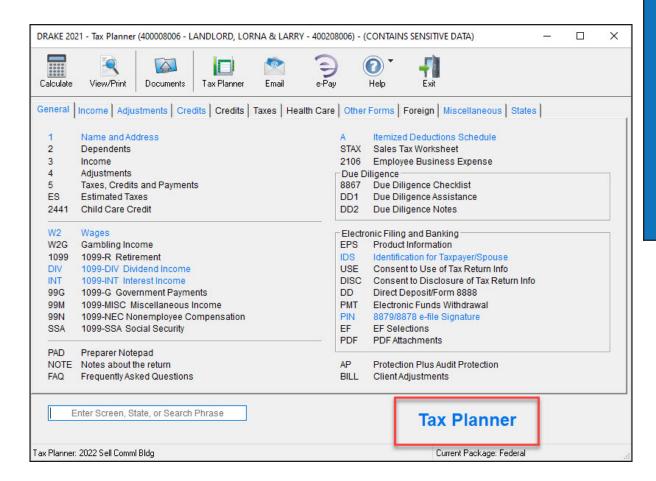
- New Create a new scenario for 2020 or 2021. (2021 scenarios incorporate known tax changes for the coming year, once available.) Select the tax year, enter a scenario name, and click OK. A new scenario containing data from the original return appears in the list, available for you to open to data entry.
- **Open** Select a scenario, and click **Open**. The scenario is opened to the Tax Planner **Data Entry Menu**.
- **Remove** Select a scenario from the scenario pane, and click **Remove** to delete the scenario.
- **Compare** Select up to three scenarios, and click **Compare** to compare them to the client's original return. A Tax Scenario Planning Comparison ("Tax Planning Comparison" in View/Print mode) is opened, displaying the results of the comparison.
- Help Click Help to get explanations and direction for using the planner.
- **Exit** Click **Exit** to close the planner and return to the **Data Entry Menu** of the original return. You can also exit the planner by opening the original return from the scenario list.



#### Scenarios

Each scenario looks and behaves like a normal return, except:

- The Data Entry Menu displays the notice "Tax Planner."
- Documents in View/Print display a "Tax Planner" watermark (except letters).

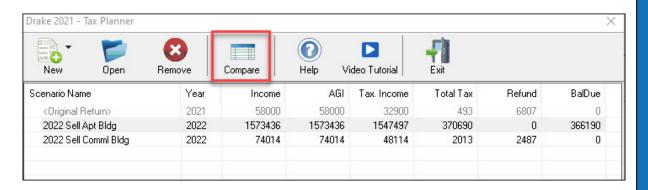


Drake Tax generates a Tax Scenario Planning Comparison ("Tax Planning Comparison") within the Tax Planner return, comparing the Tax Planner scenario to the original return.

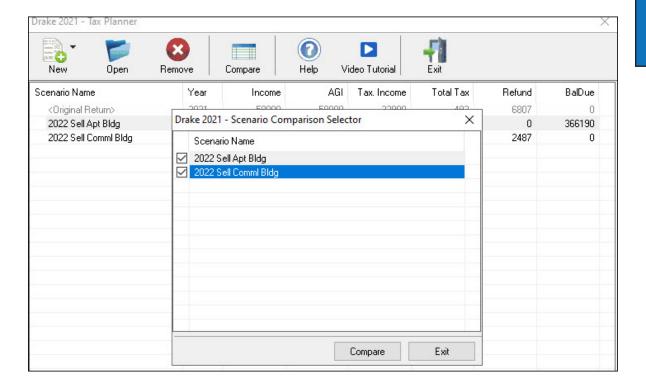
Name(x) as abown on return	Tax Scenario P	lanning Comparisor	1	
LORNA & LARRY LANDLO	ORD			
	Org. Return C	ur. Return		
,	org. Return C	ur. Keturn		
Fling Status	2	2		
Number of Exemptions	2	2		
Income:				
Wages, salaries, tips, etc	45,000	45,000		
Taxable interest and dividends	38,000	38,000		
Business Income (loss)	1 501 000			-
Gains (losses) Pension and IRA distributions	1,581,830			2
Rental & Pass-through Income (loss)	(91,394)	(8, 986)		<del>-</del>
Farm Income (loss)	(52/051)	(0/300)		
Taxable Social Security Income			1	- 2
Other Income				2
Total Income	1,573,436	74,014	<u> </u>	_
Adjustments to income:		4		
Self-Employment Tax Adjustment				
RA deduction				-
Other A djustments				-
Ad justed Gross Income	1 572 426	74 014		
Itemized or Standard Deduction	1,573,436 25,100	74,014 25,900		-
Personal Exemption or QBI Deduction	39	23,300		
Taxable Income	1,548,297	48,114		
Tax and Credits:				
Tax	321,219	2,013		
Credits	0000	2/020		<u> </u>
Self-employment tax			19	2
Other taxes	50,291	(6) (1.77)(8)	<u> </u>	_
Total Tax	371,510	2,013		55
Payments:				
Withholdings	4,500	4,500		15
Estimated Tax Payments				· <u></u>
Refundable credits & other payments		4.500		
Total Payments Re fund	4,500	4,500 2.487		<u> </u>
Balance Due	367,010	4,401		
	557,525			<u> </u>
Marginal Tax Rate	37.00	12.00	<u> </u>	<u> 1</u>
Effective Tax Rate	21	4		-
State s				
Resident Tax	60,687	479		
Total Tax	60,687	479 1,700		

To compare more than one scenario to the original return, create several Tax Planner scenarios, and save them in Drake Tax. To do so:

**1.** From the **Tax Planner** toolbar, choose **Compare**.



**2.** Select the scenarios you wish to compere to the original return. Click **Compare**.



Drake Tax generates a Tax Scenario Planning Comparison ("Tax Planning Comparison"), comparing up to three scenarios with the original return.

Name(x) as shown on return		Planning Compa	
LANDLORD, LORNA			
ZIMB ZOND / ZONNI	Original Beturn	2022 Sell Apt Bldg	2022 Sell Comml
			B1dg
Filing Status	2	- 2	2
Number of Exemptions	2	2	2
Income:			
Wages, salaries, tips, etc	45,000	45,000	45,000
Taxable interest and dividends	38,000	38,000	38,000
Business Income (loss)	24		9
Gains (losses)		1,581,830	-
Pension and IRA distributions			<u> </u>
Rental & Pass-through Income (loss)	-25,000	-91,394	-8,986
Farm Income (loss)			74.000,000
Taxable Social Security Income	- 18		
Other Income			
Total Income	58,000	1,573,436	74,014

# – Meet the Expert –



Ann Campbell, CPA, CIA Tax Software Trainer Drake Software

Ann Campbell, CPA, CIA, joined Drake Software in 2021. She is a Certified Public Accountant licensed to practice in California and North Carolina. She has many years of experience as a tax preparer using Drake Software. Ann has also worked as a CFO and Controller in various industries. She was one of four finalists for Plastic News CFO of the Year 2019 and is a graduate of the Wharton School at the University of Pennsylvania.