



Are Your books Ready?

Y/N

- _____ Are there transactions from the year sitting in the bank download as not entered?
- _____ Are all bank accounts & credit card accounts reconciled through 12/31?
- _____ Is there anything showing in an "Uncategorized" asset?
- _____ Is there anything showing in an "Uncategorized" income?
- _____ Is there anything showing in an "Uncategorized" expense account?
- _____ Is there a balance in "undeposited funds"?
- _____ Is there more than \$100 in a "miscellaneous" expense account?
- _____ Is there more than \$100 in "ask my accountant"?
- _____ Does the Equity section of the Balance Sheet match the tax file for the prior year?