

file! online

Checklist + tips to help with the Self-Employment Section of your IRS Tax Return

This checklist covers the basics that are related to Self-Employment section—Schedule C, SE, and a few lines on the 1040. The checklist does NOT include steps to complete the entire 1040 form. It's possible that you might have more details to add, or issues to explore. Hopefully, getting the basics all done will make it easier to figure out the rest.

© Jenny Girl Friday

- Gather**
- Essential Numbers Worksheet
 - All 1099-NECs + 1099-MISCs - *for your biz*
 - All 1099-Ks
 - Questions
 - Maybe - Invite a co-pilot
 - Stuff to make it fun, set the vibe
Music, bevvy, candle, aromatherapy, chocolate

- Get Started**
- Log into the program you're using - *be sure to choose the "Self-Employed" edition*
 - Complete the personal information section
 - Select the "Business Income", "Started a Business", or "Self-Employed" when it comes up
 - Add other forms of income - w-2 from job, 1099-INT from bank, etc.


- Business Section**
- Find your way to Income from Business, or Self-Employed Income

- Income**
- Enter all of the 1099-NECs and 1099-MISCs - *related to your business - one by one*
 - Enter 1099-Ks - **IMPORTANT** - *these take special care - please get help or read the help article*
 - Enter "Other Payments" amount - *this is for all types of payment, not covered in the 1099s - may include cash, checks, credit card, venmo, paypal, etc.*

- Deductions**
- Select the Deduction Types - *the software will suggest some for you, you may need to add more*
 - Enter all of your Basic Deductions - *using the Essential Numbers Sheet to keep track*
 - Special**
 - Enter Mileage and Car Info - *whether taking Mileage or Actual Cost*
 - Enter Home Office Info - *whether taking Simplified or Actual Cost*
 - Health Insurance Premiums - **IMPORTANT** - *you may be asked to enter them here - but if you have a 1095-A, you'll need to enter that in a different section*

- Add EQ\$**
- Add dates + payment amounts for any Est. Quarterly Tax Payments - *made for that tax year*
HINT: Usually, you'll be prompted for these once you enter the "Deductions and Credits" section. If you get to the "Review" state, and haven't entered these, do a search for "quarterly tax payments" to navigate to this section

- Questions?**
- Use the Live Chat or Live Help to get all your questions answered - *so you can feel calm and confident :)*

 Now you can proceed to the rest of your Tax Return. HIGH FIVES for completing the Biz Section!