



A CALMER TAX SEASON STARTS IN Q4

Your eBay tax-prep checklist.



Ten practical steps to organize your records, fill the gaps, and prepare a clearer accountant handoff.

NAME / BUSINESS _____

REVIEW DATE _____

01 - 05 GATHER & ORGANIZE

- ☐ **Gather your full-year sales records**
Save eBay transaction reports for January through December. Add other marketplaces and cash sales to your records, too.
- ☐ **Match payouts to bank deposits**
Note fees, refunds, holds, and transfers around year-end. A deposit is a cash movement, not a second sale.
- ☐ **Fill in missing purchase costs**
Match sold items to receipts, sourcing notes, or other evidence. A blank purchase cost is not the same as a \$0 purchase cost.
- ☐ **Collect business expense evidence**
Save receipts and invoices for supplies, postage, subscriptions, storage, and other business costs. Exclude personal spending.
- ☐ **Check for expenses counted twice**
A shipping label already included in eBay costs should not also be entered as an outside postage expense.

06 - 10 REVIEW & PREPARE

- ☐ **Prepare a December 31 inventory count**
Include listed stock and Your Death Pile. Record cost, quantity, location, and any damaged or missing items for review.
- ☐ **Bring mileage and mixed-use records up to date**
Keep trip dates, miles, destinations, and business purpose. Document business use of shared equipment or services.
- ☐ **Review tax payments with your preparer**
Bring estimated payments and withholding records. Ask whether the January 15, 2027 estimated payment applies to you.
- ☐ **Reconcile tax forms when they arrive**
Compare any 1099-K with your transaction records. Ask the issuer to correct errors and retain the correspondence.
- ☐ **Export, review, and back up your year-end packet**
Include reports, receipts, inventory records, mileage, and unresolved questions. Check the year and completeness before sharing.

QUESTIONS FOR MY TAX PREPARER

Give your numbers a home.

Import eBay history. Add costs. Export your records.

Get GrimLister

