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| **Corporation Documentation List:** |
| Although this list is not comprehensive, these are some of the documents we will ask you for when doing your corporation year-end: |
|  |  |  |
|   |  | Articles of incorporation |
|   |  | Share certificates |
|   |  | Minute book |
|   |  | Bank statements |
|   |  | Investment statements |
|   |  | Receivables listing |
|   |  | Payables listing |
|   |  | Inventory listing |
|   |  | Purchase and sale agreements |
|   |  | Legal invoices |
|   |  | Bad debts |
|  |  |  |