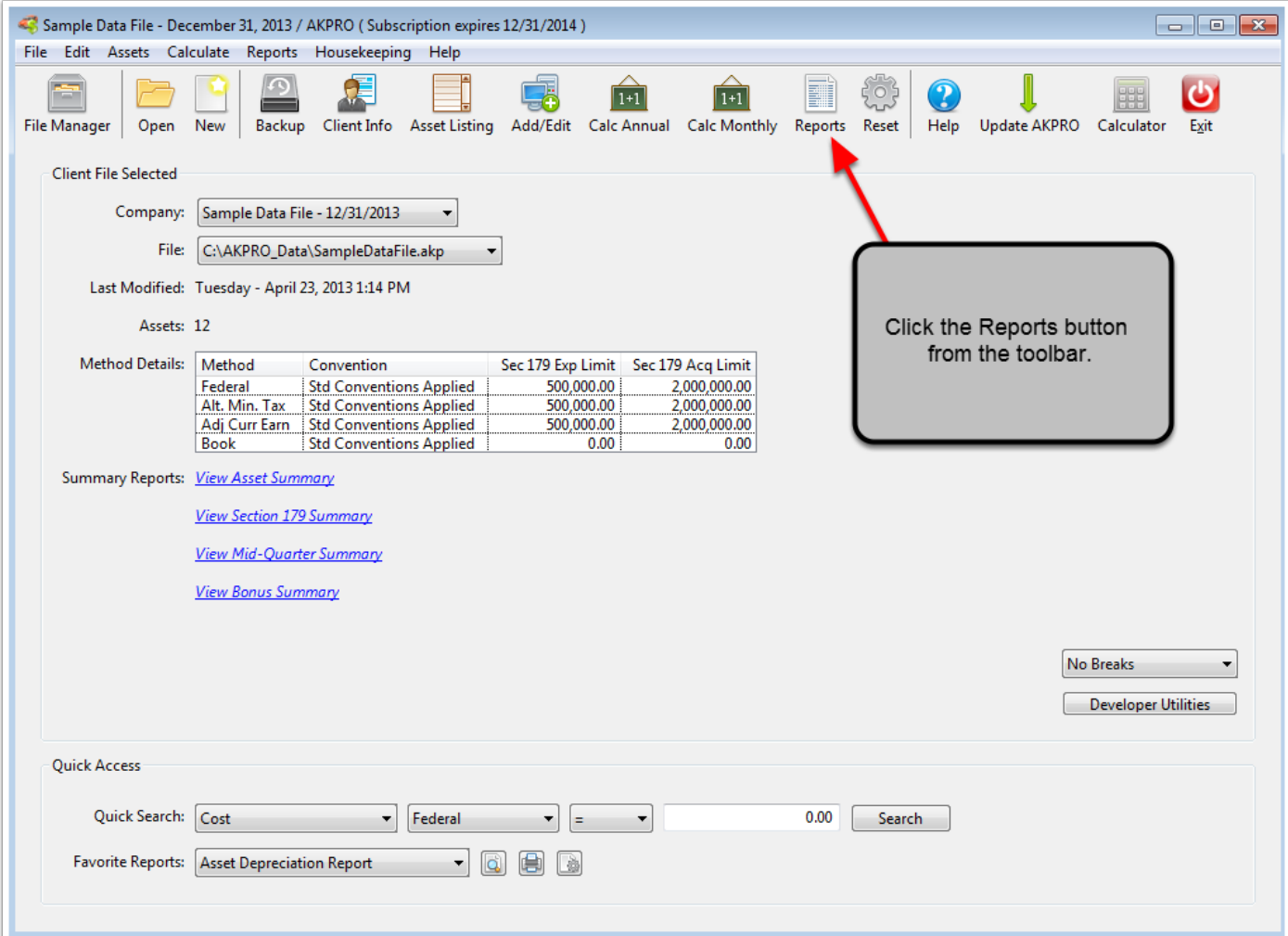# Asset Keeper Reports

Reports button in the toolbar

You can access all reports by clicking the Reports button on the toolbar.

General Reports

The Reports screen is where you can select reports that you want printed. There are a variety of reports that can be printed from this screen and if you need to print more than one report, multiple reports can be selected, configured, and printed.

Shown below are the general reports. The Asset Depreciation Short Report is our most popular general purpose report because it is concise and great for reviewing asset data.
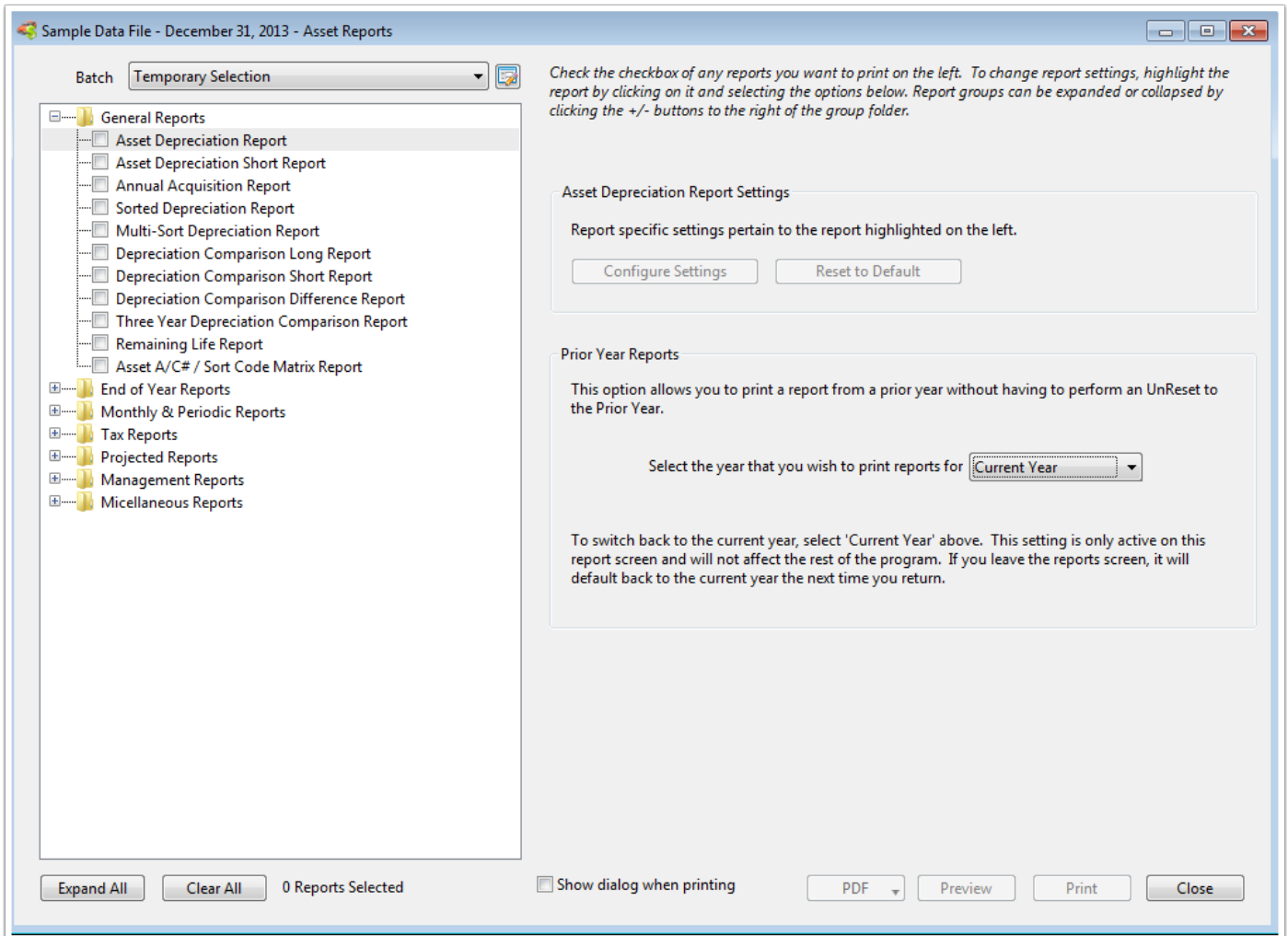
End of Year Reports

These reports are specially designed for printing at the end of client's year.
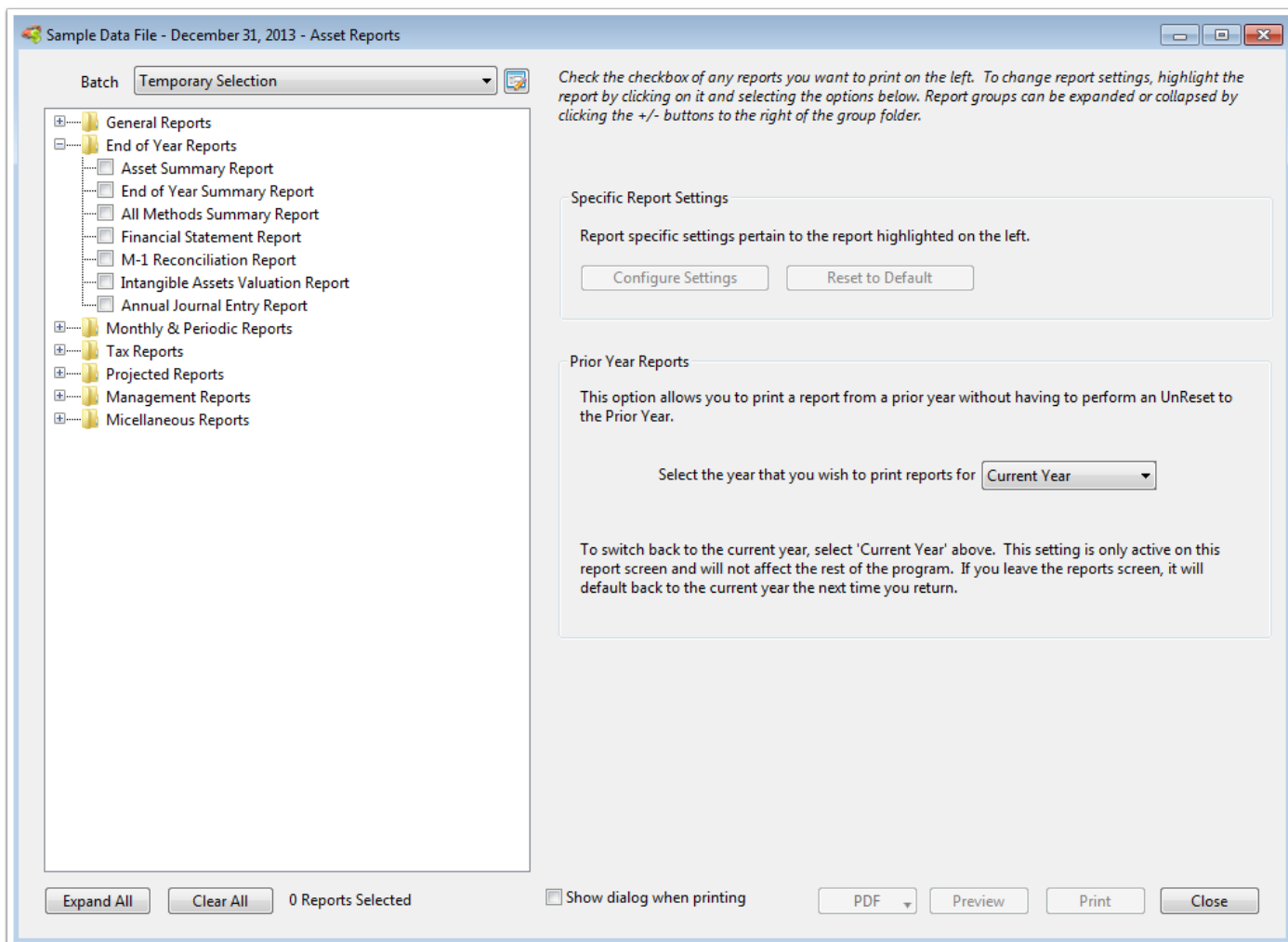
Monthly & Periodic Reports

These reports are designed for printing your monthly depreciation. There are other reports for quarterly, semi-annual, or next year's monthly depreciation data.
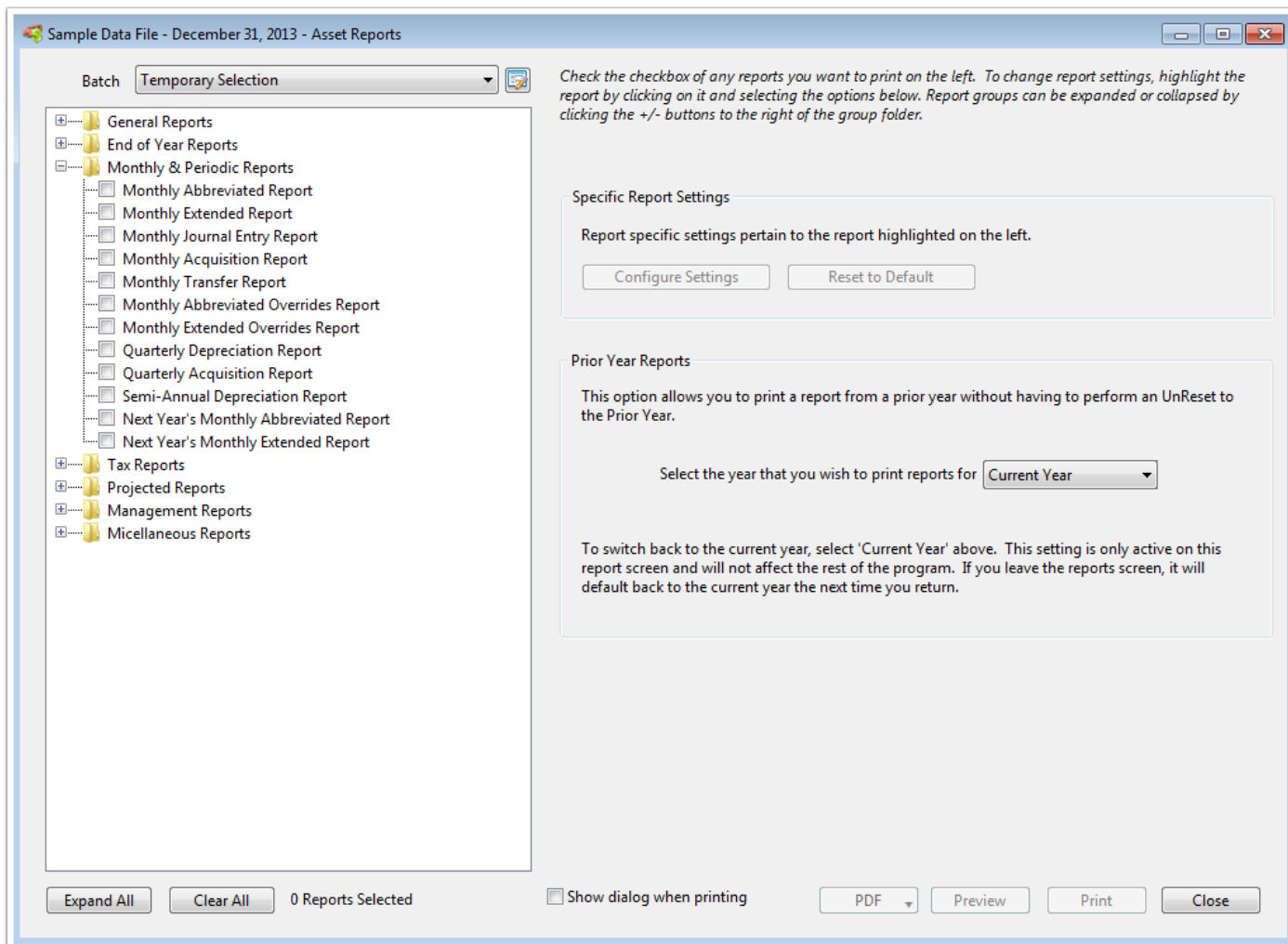
Tax Reports

There are a number of IRS tax forms that can be printed, including IRS Form 4562 (Depreciation and Amortization), IRS Form 4797 (Sale of Business Property), IRS Form 8824 (Like-kind Exchanges), and California Form 3885 (Depreciation and Amortization). In addition to many other reports to review Section 179, tax credits, and disposed assets, you can also print a State Add-Back Report for bonus depreciation for all 50 states.
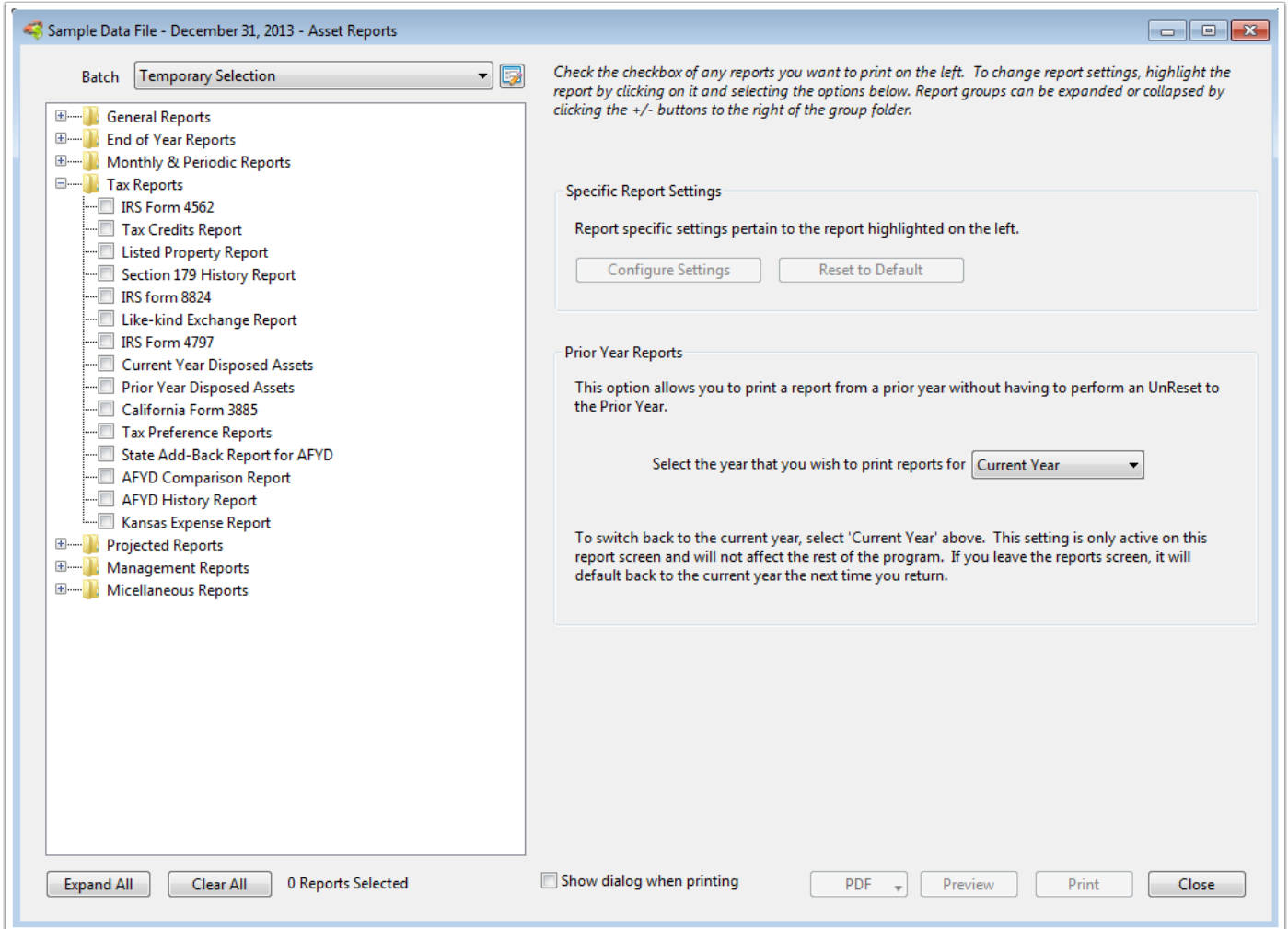
Projected Reports

The Projected Reports are provided to allow you to easily review your projected depreciation calculations.
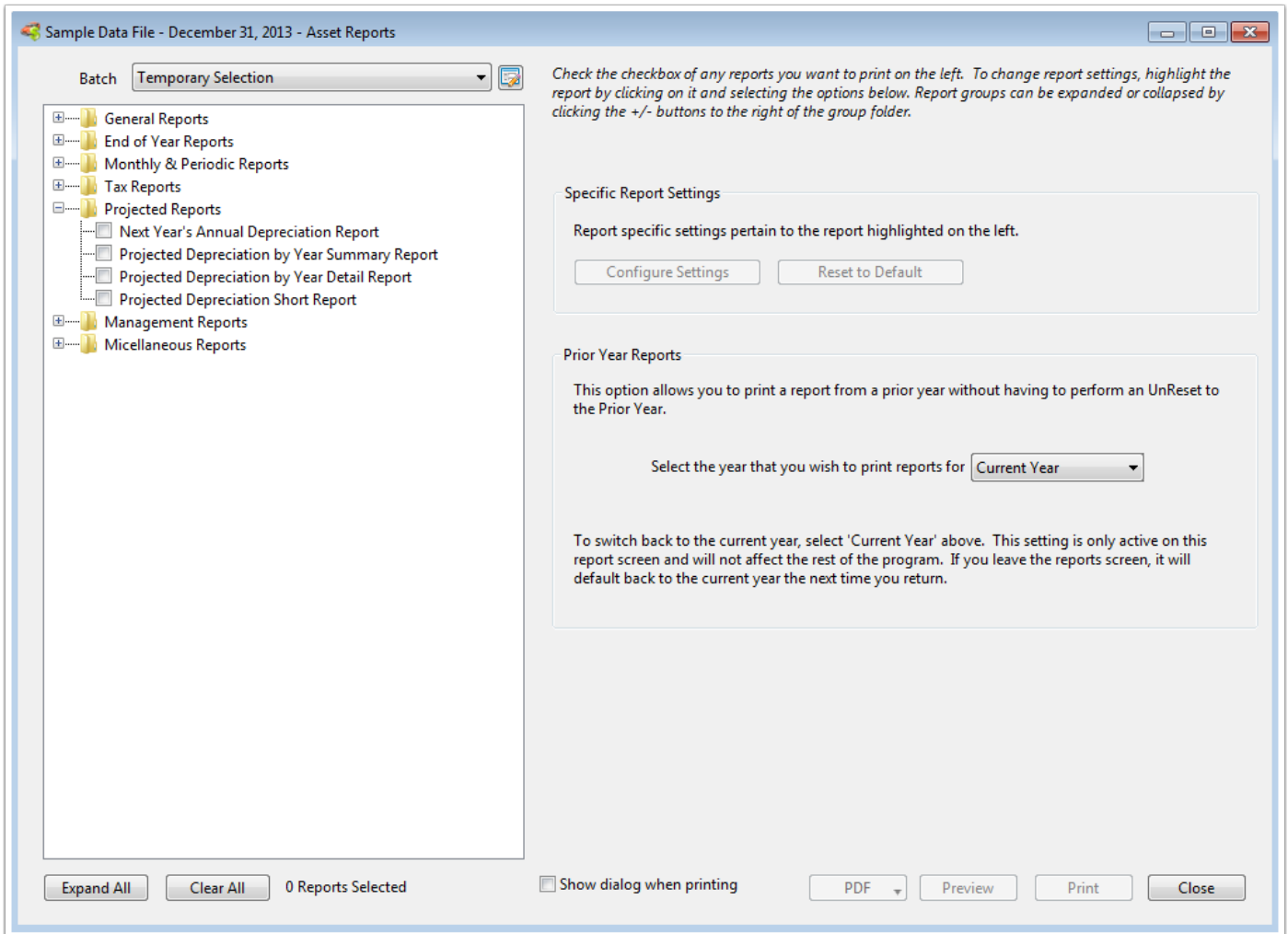
Management Reports

Management reports enable you to review current asset data and make buying or replacement decisions about your fixed assets.

If you are maintaining your client's fixed asset data, the Client Worksheet report can be provided to your client so they can provide you with the necessary information to update their data.
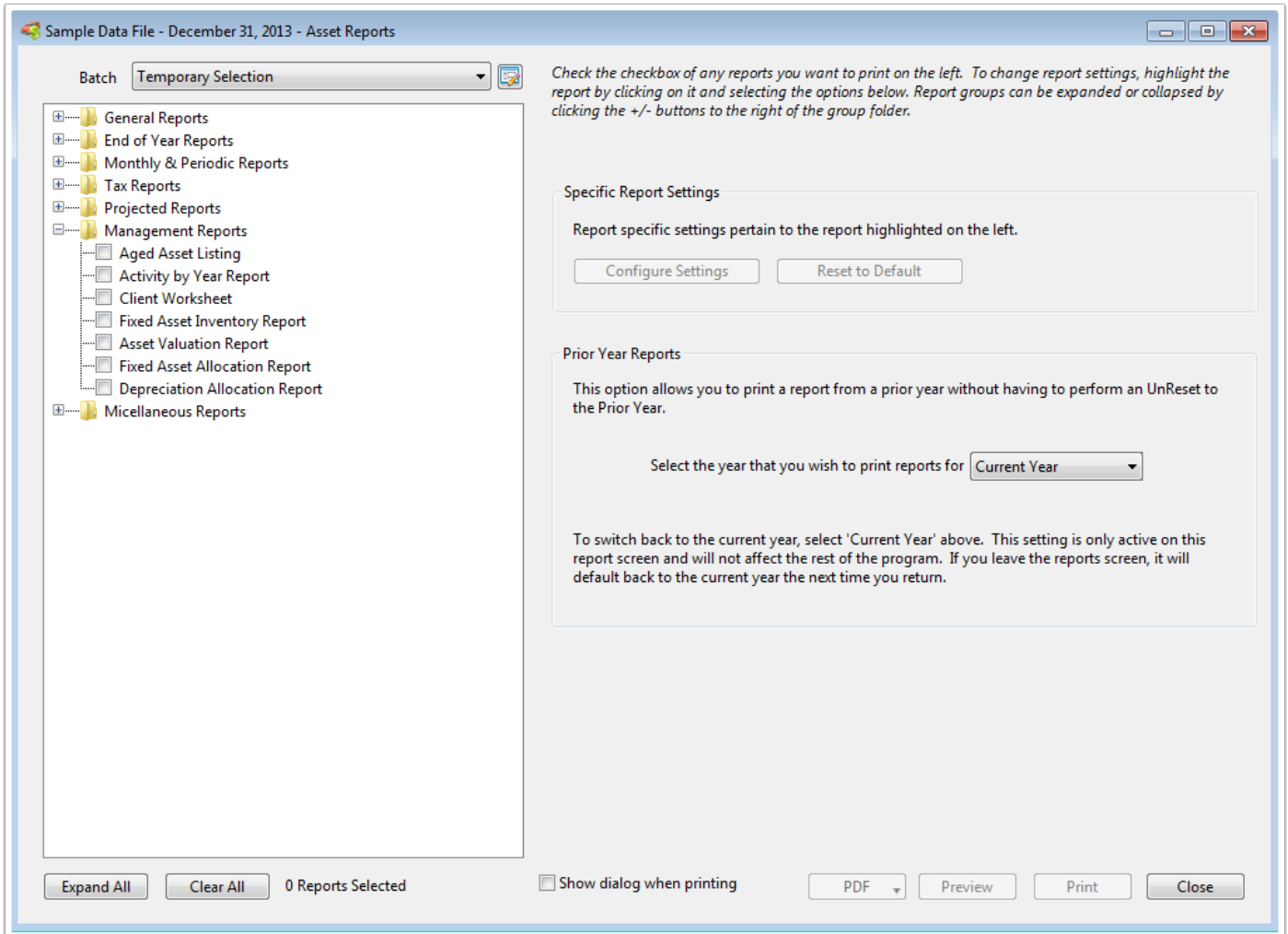
Miscellaneous Reports

The reports in this section are special purpose reports and may not be printed on a regular basis.

However, the Diagnostics Report is especially useful if you import your data since it will identify problem areas with the data in your file and provide information about how to correct it.