

Tips, Tricks, & Techniques

Dividends

- Post all dividends from stocks under the Securities section, not Cash.
- Select appropriate Cash, or Reinvested Dividend/Distribution options.
- Date received - use date on broker's statement.
- Ex-Dividend date - defaults to date received, needs to be filled in.*
- Amount - as shown on the broker's statement.
- Shares bought - on reinvestments, shown on the broker's statement.
- Price per share - automatically calculated, don't change it.
- Type - Defaults to dividend, if your broker calls it differently, use that.
- Fees or commissions, if any, from broker's statement.

Foreign Taxes - Non-US companies may have foreign taxes withheld from their dividend payment. Record the amount received as any other, Cash or Reinvested. Then go to the Foreign Tax screen, and enter the amount that was held back from the total paid. It may be shown on the month-end statement, watch carefully for this activity, it won't affect your cash total.

***Ex-dividend date.** - Determines whether or not that particular dividend payment qualifies for the reduced tax break for long term stock dividends. The broker's statement may not show it, it may give you a date referred to as Shs Record date. The ex-dividend date is actually two trading days earlier than the Shares of Record date. You can look at a calendar, or go to <http://finance.yahoo.com/> enter the stock symbol, then select Historical Prices. From that screen, select Dividends Only, click on Get Prices. The dates shown there are the actual ex-dividend dates for each quarter.

Historical Prices Get Historical Prices

SET DATE RANGE

Start Date: Nov 5 2000 Eg. Jan 1, 2003

End Date: Jul 21 2005

Daily
 Weekly
 Monthly
 Dividends Only

First | Prev | Next | Last

PRICES						
Date	Open	High	Low	Close	Volume	Adj Close*
4-May-05						\$ 0.138 Cash Dividend
3-Feb-05						\$ 0.138 Cash Dividend
3-Nov-04						\$ 0.138 Cash Dividend
4-Aug-04						\$ 0.125 Cash Dividend

Money Market Dividends and Interest

- Enter under Cash transactions, not Securities.
- Choose Dividends or Interest based on your broker's designation, as they are handled differently for tax liability.