



## GENERAL TAX DOCUMENT CHECKLIST

### PERSONAL AND DEPENDENT INFORMATION

- Names, social security numbers, dates of birth for you, your spouse, and all dependents
- Routing and account number of bank account to receive refund or pay balance
- Form 8832, if applicable, showing custodial parent is releasing right to claim child to you, the noncustodial parent
- Prior year tax filings

### INCOME AND EXPENSES

- |  |   |
|--|---|
| <input type="checkbox"/> All W-2s  | <input type="checkbox"/> IRA distributions/contributions                            |
| <input type="checkbox"/> Social security benefits income   | <input type="checkbox"/> Self-employment income/expenses                            |
| <input type="checkbox"/> Interest or dividend income – 1099 INT/DIV  | <input type="checkbox"/> Farm income/expenses                                       |
| <input type="checkbox"/> Independent contractor income – 1099 NEC/MISC   | <input type="checkbox"/> Foreign income/expenses                                    |
| <input type="checkbox"/> Payments received through a 3rd party payment platform like Venmo - 1099 K  | <input type="checkbox"/> Jury duty pay  |
| <input type="checkbox"/> Sales of stock or other property along with dates of acquisition and sale and your cost– 1099 B, 1099 S, 1099-OID | <input type="checkbox"/> Gambling, lottery, prizes, awards                          |
| <input type="checkbox"/> Pension/IRA/annuity income – 1099 R   | <input type="checkbox"/> Royalties  |
| <input type="checkbox"/> Unemployment income – 1099 G Tips<br>Other 1099s  | <input type="checkbox"/> Investment income/expenses                                 |
| <input type="checkbox"/> Hobby income  | <input type="checkbox"/> HSA, FSA or similar withdrawals/contributions              |
| <input type="checkbox"/> State tax refund  | <input type="checkbox"/> Records of estimated tax payments                          |
| <input type="checkbox"/> K-1s from partnerships or S Corps   | <input type="checkbox"/> Transactions involving cryptocurrency/<br>virtual currency |
| <input type="checkbox"/> Alimony received/paid for divorces finalized before 2019  | <input type="checkbox"/> Scholarships or grants                                     |

### TAX CREDITS

- Childcare costs – provider’s name, address, tax ID, and amount paid
- Child tax credit
- Education expenses - 1098-T tax refund

## TAX DEDUCTIONS

- Expenses paid through a dependent care flexible spending account from work
- Mortgage Interest – form 1098
- Real estate/property tax records
- Record of points paid at closing, if loan is secured by your primary residence
- Records of cash and non-cash charitable contributions to a non-profit, church, college
- Volunteer expenses (out of pocket) or volunteer miles driven
- Medical/dental/long-term care insurance paid out of pocket
- Form 1095-A – if enrolled in an insurance plan through the Marketplace
- Amounts paid for medical expenses not reimbursed including prescriptions, glasses/contacts, dental, medical, hearing aids, wheelchair, hospital, and ER services, etc.
- Medical miles/transportation
- Education expenses - 1098-T tax refund
- Student loan interest paid – 1098-E
- Educator expenses (receipts required)
- Amounts of state and local income tax paid (other than wage withholding)
- Sales/personal property tax paid on vehicle
- Military moving expenses
- Tools, equipment, uniforms for work (as long as they are mandatory, and uniforms are deemed unsuitable for everyday wear)
- Casualty and theft losses from a federally declared disaster area or on an income producing property

## NOTES AND/OR COMMENTS