CEDAR FALLS ACCOUNTING COMPANY Basic Income Tax Information Sheet **425-831-4733 or cedarfalls@comcast.net** **2022**

Please do questions on 2nd page>>>> and please fill in this section of boxes with your information as of 12/31/22

Full Legal Name *, SS#, and Date of Birth of each family member/dependent	*Status*	Address:
		City, Zip:
		Home Ph:
		Work Ph
		Cell Ph:
*as it appears on their Social Security card		Email address:

List Employers & occupation. Provide one copy each W-2. Do you have: Retirement Plan? **Y/N Y/N** Pretax deductions? **Y/N Y/N**

Provide your W2s, last pay stub(s) dated in 2022 and any forms 1095A you received from your insurance carrier. (not 1095 B or C)

Employers:			
Occupations:			

List interest and dividend payers and include 1099's or similar forms for each:

Please do read thru the list below marking items that apply to your return and include all related documents

PROVIDE A LIST OF ESTIMATED TAX PAYMENTS MADE, WITH DATES AND AMOUNTS: **Payments due 4/15, 6/15, 9/15, 1/15**

Q1____________________ **Q2**____________________ **Q3**____________________ **Q4**____________________

INCOME: Check items that apply and include information forms or documents you have received:

- O Self-employment income reported on1099's or not. Provide 1099s. >>>Provide record of payments received/income earned.
- O Unemployment Benefits $_______________
- O Unemployment Benefits returned to state $______________
- O Contract collections, include your previous return, and/or source information/contract and TIN, address, name for payer
- O Gambling winnings and gambling expenses to the extent of winnings – need detailed listing and casino1099 forms
- O Jury Duty/Election Board Income $______________________
- O Pensions or IRA Distributions (**1099/ W2G**) $______________
- O Tip income not on a W-2 $_____________________________
- O Social Security Benefits (provide Form SSA-1099) $_________
- O Medicare Premiums paid or benefits received $____________
- O Tier 1 Railroad benefits (RRB-1099) $____________________
- O Qualified state tuition program earnings $_________________
- O Taxable scholarships and fellowships $____________________
- O Household employee income not on W-2 $________________
- O Alimony Amount, name, and SS# of payer, decree date (started prior 2019): _______________________________
- O Alaska permanent fund dividends
- O Pass thru income from SubS, P/S, LLC or Estates
- O 1099 B stock trade transactions, with stock purchase info
- O Sale of residence or rental prop. (provide purch. & sale docs.)
- O Rental income and expenses, provide worksheet or receipts
- O Taxable state income tax refunds, provide state refund notice
- O Other: ____

DEDUCTIONS & ADJUSTMENTS TO INCOME: Check the boxes that apply and provide support documentation:

- O Self-employment expenses, including office in home (expenses and area info) and auto usage (mileage record required)***
  ***Self employed: I need your self-paid health insurance and LTC premiums for business owner unless business operates at a loss.
- O IRA Contributions: ***Taxpayer:*** Roth $________~ Regular $___________~ ***Spouse:*** Roth $________~ Regular $_________~
- O Alimony paid started prior 2019, Name, address, decree date, recipient SS# ______________________________________
- O Childcare expenses for you to work or go to school; include payments, TAX ID #'s and addresses for each service provider.
- **O Provide any records for household employees wage payments and payroll tax withholding for annual reporting with 1040.**
- O Student Loan interest paid $______________________
- O College Tuition Statements, book and supplies expenses

ITEMIZED DEDUCTIONS: Many who used to take these deductions receive no benefit now. Check with me if you are unsure.

- O **Medical** insurance & expenses, LTC insurance & bills you paid for you/dependents. First 7.5% AGI portion not deductible so most folks don't qualify
- O **Mortgage Interest**, Acquisition $________ Equity $_________
- O **Real estate taxes** on home or investment property $_______
- O **Donations** cash/check, out of pocket, miles Need receipts
- O **Donations** of personal items, vehicles etc. Need receipts
- O Investment expenses and investment interest expenses
- O Regional Transit Tax on your cars, provide vehicle registration
- O Sales Tax: The IRS tables determine the deduction amount, relieving taxpayers of the need to save receipts except for the following. **Sales taxes paid on motor vehicles, significant home improvements and boats may be added to the table amount, up to the amount of the general sales tax rate.**
- O Other Deductions:____

If there is anything else that you think important that is not included here, provide those documents also. If any information I have on file regarding your family or your tax situation has changed, please let me know as soon as possible.

You are responsible for the information that goes into your return; please be accurate!

Please contact me by Feb 15 to ***confirm your intent for me to do your return.*** I would really like all return documents to me before March 15. **Also: Please provide a scan or copy of your Washington State Driver's license(s) with your documents. The IRS wants me to know your ID is currently legit. I know it seems silly….you are voluntarily filing a tax return. But there are folks out there who could decide to pretend to be you and steal your refund. It has happened to a client of mine so the more we do to prove your identity the better. If you don't want to give me your license then I request that you provide a utility bill with your name and address which you use for income tax reporting.**

Supplemental Questions Any Yes answer will generally mean providing all related paperwork.

Yes No Did your marital status change? If yes, at what date? ____

Yes No Did your address change during the year? If yes, ____

Yes No New phone numbers or email addresses: ____

Yes No Did any dependent reach the age of 19, 23 or24 as of the last day of the year? Were there any changes in dependents or members of your household or people you support or has a dependent's income increased?

Yes No Can you be claimed as someone's dependent?

Yes No Are you or your spouse blind or permanently disabled? Did you receive any disability income or ABLE funds?

Yes No Did any of your children under age 19 or full-time students under age 24 at the end of the year have dividend or interest income in excess of $1150 or total investment income in excess of $2300?

Yes No Did anyone in your family receive form 1095-A? If so, please provide to me. B&C forms not needed.

Yes No Do you have any household employees? If yes, provide W4 information about them and payment info.

Yes No Did you or your spouse receive unreported tip income of $20 or more in any month?

Yes No Did you or your spouse receive non-wage earnings or disability benefits?

Yes No Did you start a new business, (sole proprietor, partnership or other), or rental arrangement?

Yes No Was any part of your home rented out or used for business?

Yes No Did you sell any business assets?

Yes No Did you sell any stocks, bonds, savings bonds, or other investments? Did/will you sell any dividend generating stocks or mutual funds in Jan/Feb this current year?

Yes No Did you cash in Series EE bonds issued after 1989 and pay for qualified higher education expenses?

Yes No Did you sell a home this year you purchased in the past taking advantage of the Home Buyer Credit?

Yes No Did you purchase, sell or refinance your home (or second home) or did you take a home equity loan? Provide papers to meeting. Original purchase date & purchase price of your home? ___________________________
If Equity debt (line of credit, second): Amount owed?________________Purpose of loan?____________

Yes No Did you participate in/contribute to a 401k (or similar) plan or invest in a retirement plan (IRA, Roth, etc.)?

Yes No Have you "converted" any part of any retirement plan? Did you "rollover" from one plan to another?

Yes No Did you withdraw or rollover funds from a retirement plan (401k, IRA, Roth, etc.)?

Yes No Did you, your spouse or dependent incur tuition expenses for college, university, or trade school?

Yes No Did you, your spouse pay interest on a loan for tuition expenses for qualified higher education?

Yes No Do you have or fund a QTP or ESA (education funding accounts?) Did you receive a distribution?

Yes No Did you incur a significant loss due to theft or destruction of property which you can document?

Yes No Did you make any residential energy-efficient improvements or purchases involving solar, wind, geothermal or fuel cell energy sources? Did you buy a electric vehicle eligible for tax credits? Provide paperwork.

Yes No Does anyone unrelated to you owe you money which has become uncollectible which you can document?

Yes No Did you have any debts cancelled or forgiven? Did you receive a 1099C? If so please provide to me.

Yes No Do you have control of or interest in a foreign bank account or did you receive a distribution from or were you the grantor of, or transferor to, a foreign trust?

Yes No Do you receive income from a foreign source or pay foreign taxes?

Yes No Did you purchase a home in this tax year and you were overseas on official extended duty?

Yes No Did you receive payments under a long-term care insurance contract or receive accelerated death benefits from a life insurance policy?

Yes No Do you pay long-term care premiums (and expect to itemize or are self-employed)? If yes, provide proof.

Yes No Do you have an MSA (Medical Spending Account) or HSA (Health Savings Account)? (These are not FSA.)

Yes No Did you acquire an interest in an MSA because of the death of the account holder?

Yes No Were you or your spouse the beneficiary of COBRA premium assistance for any month during the year?

Yes No Did you/your spouse make any gift to an individual totaling more than $16000, or any gifts to a trust?

Yes No Were you notified of an audit or change to a previous return by the IRS or any tax agency?

Yes No Do you have an overpayment of taxes left with the IRS to be applied to your current tax return?

Yes No Do you expect changes in the current calendar year which we should discuss now?

Yes No Do you want to apply part of your refund, if any, to next year's tax payments?

Yes No Did you receive, sell, send, exchange, or otherwise acquire any financial interest in virtual or crypto currency?

Yes No IRS encourages Direct Deposit of refunds. Did you make any changes in bank accounts in the last year or have not yet given me your banking info? If you want to have direct deposit **provide information below, review for accuracy.**

Bank __________________ Routing #__________________ Acct #________________________ Checking *or* Savings Account