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| Individual Tax Documents (Provide Documents) |
| **√** | **Tax Form** | **What it is for** | **Who it is from** |
|  | W-2 | Employment Wages & Tips | Employer |
|  | W-2G | Gambling Winnings | Casino or the payer of the winnings |
|  | 1095-A, B, or C | Healthcare Coverage for the Year. | Your Healthcare Insurer |
|  | 8965 | Marketplace Exemption Certificate Number (ECN) | Provided by the Marketplace after filling out the Health Insurance Exemption form. |
|  | 1098 | Mortgage Interest | Mortgage Company |
|  | 1098-E | Paid Interest on Education Loans | The Lender of the Loan |
|  | 1098-T | Qualified Higher-Education expenses if you qualify for the American opportunity tax credit or lifetime learning credit. | Academic Institution |
|  | 1099-DIV  | Dividends or Earnings from Stocks & Mutual Funds | Broker or Mutual Fund Company |
|  | 1099-B | Income from the sale of Stocks, Bonds, or Mutual Funds | Broker or Mutual Fund Company |
|  | 1099-G | * State or Local Municipality Tax Refund
* Unemployment Income
 | The State or Local Municipality |
|  | 1099-INT | Earned interest from a bank account or certificate of deposit | Bank |
|  | 1099-K | Receiving payments by credit card or debit card, including payments made to a PayPal or like account. | Bank |
|  | 1099 MISC | * Self-employed Individual that made over $600 from another individual or company.
* Prizes or Award winnings
* Jury Duty Expenses
* Royalty Income
* Commissions
* Business Income from Rentals
 | * Company who hired you to do contract work for them.
* Payer of the winnings
* Court System
* Provider of Royalty Income
* Company who supplied the commissions
* From Banks
 |
|  | 1099-OID | You'll get Form 1099-OID (Original Issue Discount) when you purchase a bond or note for an amount less than face value. | Bond or Note provider |
|  | 1099-SA | Distributions from Healthcare Savings Accounts (HSA), Archer MSA, or Medicare Advantage MSA | Holders of HSA or MSA accounts |
|  | 1099-SSA | Social Security Income | Social Security Administration |
| Individual Tax Documents (Provide Documents) |
| **√** | **Tax Form** | **What it is for** | **Who it is from** |
|  | 1099-R | Pension or distribution from a retirement account or plan | Retirement Plan Originator |
|  | 1099-C | Discharge of debt owed | Lender or Creditor |
|  | 5498 | Report of Total annual contributions to an IRA and whether it is a Traditional, Roth, SEP, or SIMPLE IRA. Will show roll-overs from other types of retirement accounts into the IRA. | IRA Broker/Bank |
|  | Schedule K1 | Partner’s Share of Income, Deductions, Credits, etc. from a Business Partnership, S-Corp, or Trust | Business you are a partner in. |
|  |  |  |  |
| Other Income |
| **√** | **What it is for** | **Who it is from** |
|  | Trust Income: $ | Trust Company |
| Potential Expense Deductions |
| **√** | **What it is for** | **Who it is from** |
| **MEDICAL EXPENSES** |
|  | Medical Expenses: Bills for Doctors, dentists, hospitals, Prescriptions, Glasses, Contacts, Hearing Aids, and HSA Accounts. TOTAL: $ | Doctors, Dentists, Vision Care, Hospitals, Pharmacies, HSA Accounts |
|  | Medical Insurance Premiums for the year:Medical $ Dental $ Vision $ LTC $  | Medical, Dental, Vision, and Long Term Care (LTC) Healthcare providers |
|  | Mileage Driven for Medical Purposes. Miles  | Car Odometer Mileage tracking |
| **TAXES AND INTEREST** |
|  | Real Estate Taxes:Q1: DATE PAID:Q2: DATE PAID:Q3: DATE PAID:Q4: DATE PAID: | City/County Tax Payments |
|  | Personal Property Tax (Vehicle License Fee): |  |
|  | Vehicle Sales Tax Paid when purchasing a car. (Need Invoice): $ | Sales invoice from Car company. |
|  | Mortgage Interest: $ | Bank or Mortgage holder. |
|  | Mortgage Insurance Premiums: $ | Mortgage Insurer |
|  | State and Local Income Tax or Sales Tax paid last year: $ | Tax payment receipts |
|  | Investment Interest: $ | Investment Fund  |
|  | Estimate of Foreign Taxes Paid: $ | Any Foreign Taxes Paid |
| Potential Expense Deductions (Continued) |
| **√** | **What it is for** | **Who it is from** |
| **CHARITABLE CONTRIBUTIONS** |
|  | Donations – Cash and Non-Cash: $**DOCUMENTATION REQUIRED** | Receipts from Organization you donated to. Must be 501c3 approved. |
|  | Mileage Driven for charitable services: Miles | Car Odometer Mileage tracking |
|  | Out-of-Pocket Volunteer Expenses: $ | Any purchases made that were not reimbursed. |
| **JOB RELATED EXPENSES** |
|  | Unreimbursed Employment related Expenses: $ | Uniforms, dues, etc. |
|  | Job Related Education Expenses:$ | Unreimbursed expenses for job required education. |
|  | Job Hunting expenses: $ | Cost for travel, food, and lodging that you paid out of pocket and not refunded by the employer. |
|  | Moving Expenses not reimbursed by employer:$ | Receipts from moving company, flight costs, driving mileage. |
| **CHILDCARE EXPENSES** |
|  | Child Care Expenses & Provider InformationProvider Name:EIN #:Amount Paid: $ | Checks or payroll statements and provider name, address, and contact info. |
|  | Adoption Expenses: $ | Adoption agency payments, etc. |
|  | Record of Alimony paid/received: $ | Payment Receipts with Ex-spouses name and SSN. |
|  | Records of any scholarships or fellowships:$ | Scholarship or Fellowship statements |
| **ADDITIONAL EXPESNES** |
|  | Tax Preparation Fees for last year: $ | Receipts from Tax Preparer from last year. |
| **Additional Tax Documents** |
|  | Year-End Broker Statements | Brokers |
|  | HUD Statements (for each home purchase or refinance. | HUD Mortgage Lender. |
|  | Notices Received from the IRS or FTB | IRS or the Franchise Tax Board of CaliforniaAlternatively other State Tax Agencies, if outside of CA. |