

Miscellaneous Questions

PLEASE CAREFULLY ANSWER THESE QUESTIONS AND BE SURE TO PROVIDE ALL REQUESTED DOCUMENTATION FOR TAX FILING ACCURACY.

*Provide proof of identity for you, your spouse and dependents, if applicable.
(Current drivers license and social security card)*

Yes No

Personal Information:

- Are you a citizen of the United States of America? Yes No
- Is your spouse (if applicable) a citizen of the United States of America? Yes No
- Did your address, phone or email change during the year? If yes, provide: _____ Yes No
- Did your marital status change during the year? If yes, explain: _____ Yes No
- Can you be claimed as a dependent by another taxpayer? Yes No
- Did you change any bank accounts, or did routing transit numbers (RTN) and/or bank account number change for existing bank accounts that have been used to direct deposit (or direct debit) funds from (or to) the IRS or other taxing authority during the tax year? Yes No
- Note - Bank verification form must be completed, signed and returned to our office.
- Did you or any dependents receive an Identity Protection PIN (IP PIN) from the IRS or have you been a victim of identity theft? If yes, attach the IRS letter. Yes No
- Do you want to designate \$3 to the Presidential Election Campaign Fund? Yes No
- Does your spouse want to allocate \$3 to the Presidential Election Campaign Fund? Yes No
- May the IRS discuss your tax return with your preparer? Yes No
- Did you reside or operate a business in a Federally declared disaster area? The Federally declared disaster areas include hurricane and tropical storm victims in Georgia, Florida, Puerto Rico, the Virgin Islands, and parts of Texas, Louisiana, and South Carolina, as well as wildfire victims in California. Yes No

Dependent Information:

- Were there any changes in dependents from the prior year? If yes, explain: _____ Yes No
- Were any of your unmarried children, who might be claimed as dependents, 19 years of age or older at the end of 2019? If yes, whom? _____ Yes No
- Did you have any children under age 19 or full-time students under age 24 at the end of 2019, with total investment income in excess of \$2,200? If yes, please provide their information. Yes No
- Do you have dependents who must file a tax return? If yes, whom _____ Yes No
- Did you provide over half the support for any other person(s) other than your dependent children during the year? If yes, whom _____ Yes No
- Did you pay for child care while you worked, looked for work, or while a full-time student? If yes, attach child care provider information. Yes No
- Did you pay any expenses related to the adoption of a child during the year? Yes No
- If you are divorced or separated with child(ren), do you have a divorce decree or other form of separation agreement which establishes custodial responsibilities? If yes, attach agreement. Yes No

Miscellaneous Questions

Yes No

Retirement Information:

Did you retire or change jobs this year? If yes, what date? _____

Are you an active participant in a pension or retirement plan?

Did you receive any Social Security benefits during the year? If yes, attach documents.

Did you make any withdrawals from an IRA, Roth, myRA, Keogh, SIMPLE, SEP, 401(k), or other qualified retirement plan? If yes, attach documents.

If you received a 2016 or 2017 qualified disaster retirement plan distribution in 2017 or 2018, did you repay any of the distribution in 2019? If yes, attach any Form(s) 5498 you received.

Did you receive any lump-sum payments from a pension, profit sharing or 401(k) plan? If yes, attach documents.

Did you make any contributions to an IRA, Roth, myRA, Keogh, SIMPLE, SEP, 401(k), or other qualified retirement plan? If yes, attach documents.

Did you plan on contributing to an IRA for the 2019 tax year before April 15, 2020? If yes, how much? _____. If you would like us to calculate the maximum amount and contact you to discuss, please check here _____.

Income Information:

Did you receive any income from property, sold prior to this year? If yes, provide information.

Did you receive any unemployment benefits during the year? If yes, attach document.

Did you receive any disability income during the year? If yes, attach document.

Did you receive tip income not reported to your employer this year? If yes, how much? _____

Did any of your life insurance policies or annuities mature, or did you surrender any policies or annuities? If yes, attach 1099-R, 1099-INT or 1099 DIV.

Did you receive any awards, prizes, hobby income, gambling or lottery winnings? If yes, attach form 1099-MISC or 1099-G.

Did you receive/pay any alimony or maintenance?

Received Amount \$ _____

Paid Amount \$ _____

Date of original divorce or separation agreement _____

Did you have any sales or other exchanges of virtual currencies, or used currencies to pay for goods or or services, or you are holding virtual currencies as an investment?

Purchases, Sales and Debt Information:

Did you start a new business or sell an existing business during the year? If yes, provide documents.

Did you sell, exchange, or purchase any assets used in your trade or business? If yes, provide documents.

Did you acquire a new or additional interest in a partnership or S corporation?

Did you engage in any bartering transactions? If yes, attach information.

Did you sell, exchange, or purchase any real estate, rental property or personal residence during the year? If so, provide the closing or HUD settlement statement.

Miscellaneous Questions

Yes No

Purchases, Sales and Debt Information (Cont'd):

Did you foreclose or abandon a principal residence or real property during the year? If yes, provide documents. [] []

Did you acquire or dispose of any stock during the year? If yes to a disposition, attach form 1099-B. [] []

Did you open a home equity loan this year? If yes, provide documents. [] []

Did you refinance a principal residence or second home this year? If yes, attach HUD settlement statement. [] []

Did you lend money with the understanding of repayment and this year it became totally uncollectable? If yes, provide details. [] []

Did you have any debts canceled or forgiven this year, such as a home mortgage or student loan(s)? If yes, attach form 1099-C. [] []

Did you purchase a qualified plug-in electric drive vehicle or qualified fuel cell vehicle this year? If yes, attach invoice. [] []

Education Information:

Did you, your spouse, or your dependents attend a post-secondary school during the year, or plan to attend one in the coming year? If yes, whom _____ [] []

Did you have any educational expenses during the year on behalf of yourself, your spouse, or a dependent? If yes, attach any Form(s) 1098-T and receipts for qualified tuition and related expenses. [] []

Did anyone in your family receive a scholarship of any kind during the year? If yes whom? _____ Amount? _____ [] []

If yes, were any of the scholarship funds used for expenses other than tuition, such as room and board? If yes, amount? _____ [] []

Did you make any withdrawals from an education savings or 529 Plan account? [] []

If yes, were any of the withdrawals rolled over into ABLE (Achieving a Better Life Experience) account? [] []

Did you make any contributions during 2019 to an education savings or 529 Plan account? If yes, attach documentation. [] []

Did you pay any student loan interest this year? If yes, attach 1098-E. [] []

Did you cash any Series EE or I U.S. Savings bonds issued after 1989? If yes, amount used for education expenses _____ [] []

Health Care Information:

Did you enroll for lower cost Marketplace Coverage through healthcare.gov under the Affordable Care Act? If yes, attach any Form(s) 1095-A you received. [] []

Did you enroll for lower cost Marketplace Coverage through healthcare.gov under the Affordable Care Act and share a policy with anyone who is not included in your family? [] []

Did you make any contributions to a Health savings account (HSA) or Archer MSA? If yes, how much? _____ Provide documents. [] []

Did you receive any distributions from a Health savings account (HSA), Archer MSA, or Medicare Advantage MSA this year? If yes, attach form 1099-SA. [] []

Was the total distribution used for medical expenses? [] []

Miscellaneous Questions

Yes No

Health Care Information (Cont'd):

Did you make any contributions to an ABLE (Achieving a Better Life Experience) account? If yes, attach any Form(s) 5498-QA you received.

Did you receive any withdrawals from an ABLE (Achieving a Better Life Experience) account? If yes, attach any Form(s) 1099-QA you received.

Did you receive any Health Coverage Tax Credit (HCTC) advance payments? If yes, attach any Form(s) 1099-H you received.

Deduction & Adjustment Information of Items for which you have receipts:

Did you incur a casualty or theft loss or any condemnation awards during the year? If yes, attach documentation.

If yes, did the loss occur in a Federally declared disaster area?

Did you pay out-of-pocket medical expenses? If yes, provide amounts:

Doctors & Hospitals _____ Prescription Drugs _____ Insurance Premiums _____
 Medical Miles Driven _____ Long-term Care Premiums _____

Did you make any cash charitable contributions? If so, how much? _____ Provide documents for contributions \$250 or greater.

Did you make any noncash charitable contributions? If so, how much? _____ Provide documents from the donee organization to substantiate all contributions made.

Did you donate a vehicle or boat during the year? If yes, attach Form 1098-C or other written acknowledgement from the donee organization.

Did you pay real estate taxes for your primary home and/or second home? If yes, attach real estate tax receipts.

Did you pay any mortgage interest on an existing home loan? If yes, attach any Form(s) 1098 you received.

Did you incur interest expenses associated with any investment accounts you held? If yes, provide documents.

Did you utilize an area of your home for business purposes? If yes and you plan on taking the in home office deduction, please provide information.

Did you own a business and use your personally owned car for other than commuting? If yes, provide:

Total miles driven in 2019 _____
 Total business miles driven in 2019 _____

Did you incur moving costs because of a permanent change of station as a member of the Armed Forces on active duty? If yes, attach documentation.

Did you make any major purchases during the year (cars, boats, etc.)? If so, attach documents.

Did you make any out-of-state purchases (by telephone, internet, mail, or in person) or purchases on an Indian Reservation for which the seller did not collect state sales tax?

If so, please provide the amount \$ _____.

Are you a teacher or school administrator who provided school supplies in your job and were not reimbursed? If yes, provide amount paid during 2019 \$ _____.

Miscellaneous Questions

Yes No

Estimated Taxes:

Do you expect a large fluctuation in income, deductions, or withholding next year? If yes, please tell us how and why. _____

Did you make quarterly estimated payments for 2019? If yes, please provide copies of canceled checks for proof of payment.

If you have an overpayment of 2019 taxes, do you want excess applied to your 2020 estimated tax (instead of being refunded)?

Refunds/Amount Due:

If you will be receiving a refund, do you want the refund direct deposited to your bank account?

If you owe taxes, do you want a direct withdrawal from your bank account?

Note - Bank Verification Form must be completed, signed and returned to our office.

Foreign Income & Accounts:

Did you receive a distribution from, or were you a grantor or transferor for a foreign trust?

Did you have a financial interest in or signature authority over a financial account such as a bank account, securities account, or brokerage account, located in a foreign country? If yes, please provide the institutions name, account number and highest balance during 2019.

Do you have any foreign financial assets, or hold interest in a foreign entity?

Did you have any foreign income or pay any foreign taxes during the year, directly or indirectly, such as from investment accounts, partnerships or a foreign employer? If yes, provide information.

Miscellaneous Information:

Did you make gifts of more than \$15,000 to any individual during 2019? If yes, provide information.

Did you engage the services of any household employees and pay them greater than \$2,100 during 2019? If yes, please provide information.

Did you make any residential energy-efficient improvements or purchases involving solar, wind, geothermal or fuel cell energy sources? If yes, provide receipts.

Did you receive correspondence from the State or the IRS? If yes, explain:

Do you have previous years of tax returns that are either unfiled or filed with unpaid balances due? If yes, years? _____ Amounts? _____

In case we have questions, will you be out of town at any point in time before and including April 15? If yes, please provide the dates you will be out of town. _____

Thank you!

Taxpayer Signature

Date

Spouse Signature (if applicable)

Date