

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?
Is your spouse (if applicable) a citizen of the United States of America?
Did your address, phone or email change during the year? If yes, provide:
Did your marital status change during the year? If yes, explain:
Can you be claimed as a dependent by another taxpayer?
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?
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.
Do you want to designate \$3 to the Presidential Election Campaign Fund?
Does your spouse want to allocate \$3 to the Presidential Election Campaign Fund?
Did you reside or operate a business in a Federally declared disaster area? The Federally declared disaster areas include storm victims of hurricanes, tropical storms, floods, as well as wildfires.

COVID-19 Information

- Did you receive an Economic Impact Payment (EIP) as reported on Notice 1444?
Did you receive a Paycheck Protection Program (PPP) loan?
If yes, did you apply for Paycheck Protection Program (PPP) loan forgiveness?
Are you a telecommuting employee that was required to "shelter in place" due to local COVID-19 protocols while working in a state that was not your home state?
Did you receive emergency leave sick pay?
Did you receive emergency family leave wages?
Did you receive any special unemployment benefits for compensation under the Coronavirus Relief Act during the year?
If you are self-employed, were you unable to perform your self-employed activities due to coronavirus related care you needed?
If you are self-employed, were you unable to perform your self-employed activities due to coronavirus related care you provided to your son or daughter under the age of 18?
If you are self-employed, were you unable to perform your self-employed activities due to coronavirus related care you provided to another?

## Miscellaneous Questions

Yes No

### Dependent Information:

Were there any changes in dependents from the prior year? If yes, explain: \_\_\_\_\_

Were any of your unmarried children, who might be claimed as dependents, 19 years of age or older at the end of 2020? If yes, whom? \_\_\_\_\_

Did you have any children under age 19 or full-time students under age 24 at the end of 2020, with total investment income in excess of \$2,200? If yes, please provide their information.

Do you have dependents who must file a tax return? If yes, whom \_\_\_\_\_

Did you provide over half the support for any other person(s) other than your dependent children during the year? If yes, whom \_\_\_\_\_

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.

Did you pay any expenses related to the adoption of a child during the year?

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.

### 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 yes, were any withdrawals due to a Federally declared disaster or COVID-19?

If you received a qualified disaster retirement plan distribution, did you repay any of the distribution in 2020? 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 2020 tax year before April 15, 2021? 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 any Medicaid waiver payments as difficulty of care during the year?

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.

**Miscellaneous Questions**

Yes    No

**Income Information (Cont'd):**

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

  

Did you receive any income considered to be nonemployee compensation? If so, attach form 1099-NEC

  

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 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.

  

Did you purchase or sell a principle residence during the year or last year ?

  

Did you sell an existing business, rental, or other property this year or last year?

  

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.

Miscellaneous Questions

Yes No

Education Information (Cont'd):

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 2020 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 have qualifying health care coverage, such as employer-sponsored coverage or government sponsored coverage (i.e. Medicare/Medicaid) for you family?

"Your family" for health care coverage refers to you, your spouse if filing jointly, and anyone you can claim as a dependent. If yes, attach any Form(s) 1095-B and/or 1095-C you received.

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?

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 \_\_\_\_\_

**Miscellaneous Questions**

Yes    No

**Deduction & Adjustment Information of Items for which you have receipts (Cont'd):**

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 2020 \_\_\_\_\_  
Total business miles driven in 2020 \_\_\_\_\_

  

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 or 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 2020 \$ \_\_\_\_\_.

  

**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 2020? If yes, please provide copies of canceled checks for proof of payment.

  

If you have an overpayment of 2020 taxes, do you want excess applied to your 2021 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.

Miscellaneous Questions

Yes No

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 2020? If yes, provide information.

Did you engage the services of any household employees and pay them greater than \$2,200 during 2020? 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