

Required tax information:

1. Last year's tax return (NEW clients only)
2. Birthdays (and kids if applicable)
3. Phone number
4. Bank routing and account number (so we can automatically deposit your refund, if applicable)
5. Current address
6. Quarterly estimates paid (federal and state)
7. W-2's
8. 1099-INT (bank/CD/money market interest income)
9. 1099-DIV (dividend income from investments)
10. 1099-B (sold stock investments)
11. 1099-MISC (if you did contract labor)
12. 1099-R (distribution from pension, annuity, or retirement)
13. SSA-1099 (social security benefits)
14. 1099-SA (distribution from HSA)
15. 5498-SA (contribution to HSA)
16. 1095-A (market place health insurance)
17. 1098E (student loan interest)
18. 1098T (tuition statement, if you took college classes)
 - a. \$ amount spent on books during the year
19. 1098 (mortgage interest)
20. What you spent on 'housing' during the year (including sales tax)
 - a. Rent/Mortgage
 - b. Mortgage interest
 - c. Real estate taxes
 - d. Homeowner's association dues
 - e. Household supplies
 - f. Utilities (water, electric, gas, garbage)
 - g. Internet
 - h. Cable
 - i. Phone/Cell phone
 - j. Furniture, fixtures, appliances
 - k. Yard supplies
 - l. Other housing expenses (office supplies, computer, etc.)
21. Expenses during year for school/church NOT reimbursed
 - a. ~~Driving kids to school/church activities and other personal mileage~~
 - b. ~~Teacher/Pastor license~~
 - c. ~~Teacher/Pastor conference registration fees~~
 - d. ~~Teacher/Pastor conference meals~~
 - e. ~~Office supplies~~
 - f. ~~Computer (if you bought one)~~
 - g. ~~Phone (if you bought one)~~
 - h. ~~Professional work clothes (pastor)~~
 - i. ~~Dues to organizations~~
 - j. ~~Education materials (books/items you used to learn more or improve your job skills)~~
22. Motor vehicle taxes
23. Charitable Donations
 - a. Including goodwill drop-offs
 - b. Cash/check
24. All other 1098 or 1099 tax documents you might have
25. ~~Unreimbursed moving expenses~~
 - a. ~~Mileage for your personal cars during the move~~
 - b. ~~U-Haul~~
 - c. ~~Lodging overnight~~
 - d. ~~Transportation and storage (moving company?)~~
26. ~~Mileage and trip expenses for any schools/churches you went to for job interviews~~
27. Closing Statement (2-4 pages long) if you bought or sold a house or other property
28. Daycare costs (Name, Address, Tax ID of each provider)