

Individual Questionnaire for 2019

CLIENT NAME: _____

Please circle "Y" for Yes or "N" for No

Personal Information

- Y N Did your marital status change during the year? If yes, explain: _____
- Y N Did your residence change during the year?(If yes, we should fillout Form 8822)
- Y N Can you be claimed as a dependent by another taxpayer?
- Y N Are you a Retired Public Safety Officer? If yes, need health insurance paid for the year: _____
- Y N Are you (your spouse) a U.S. Citizen? If No, Resident Alien or Non-Resident Alien

Dependent Information (Must fill out Due Diligence Form 8867 at office)

- Y N Were there any changes in dependents from the prior year? If yes, explain: _____
- Y N Did you provide over half the support for another person not claimed as a dependent?
- Y N Did you pay child care for a dependent (babysitting, daycare)?
If yes, please list provider name, address, phone #, social security number/EIN and amount paid.

Purchases, Sales and Debt Information

- Y N Did you start or dispose of a business during the year? (bring paperwork)
- Y N Did you acquire a new or additional interest in an LLC, partnership or corporation? (bring paperwork)
- Y N Did you sell, exchange, or purchase any real estate during the year? (bring closing statement)
- Y N Did you dispose of any stock during the year? (bring original cost and sale price with dates)
- Y N Did you take out a home equity loan, line of credit or refinance any property this year?
If yes, bring all paperwork.**
- Y N Did you receive the \$7,500 first time home buyers credit in 2008 (must start repayment on 2010 taxes for the next 15 years)?
- Y N Did you file Bankruptcy in 2019? Chapter 7 (Full) or Chapter 13 (Repayment Plan) Attach Bankruptcy Letter
- Y N Did you receive debt forgiveness in 2019? Provide 1099-A or 1099-C

Income Information

- Y N Do you have any W-2's? Attach W-2
- Y N Did you have any foreign income or pay any foreign taxes or have any foreign accounts?
- Y N Do you have a financial interest in any virtual currency? (Ex: bitcoin)
- Y N Did you receive or rollover any pension or profit sharing money? Attach 1099-R
- Y N Did you receive any unemployment income? Attach 1099-G
- Y N Did you cash in any U.S. Savings bonds or have any interest income? Attach 1099-INT from the Bank
- Y N Do you have any gambling winnings? Provide W2-G and proof of gambling losses
- Y N Did you receive a damage award for discrimination, slander, defamation, harassment?
- Y N Did you receive or pay alimony (not child support)? If yes, amount _____ Date of Agreement _____
- Y N Did you receive executor fees or jury duty fees? If yes, amount \$ _____
- Y N Did you receive Social Security benefits? Provide 1099-SA

Credit (deduction) Information

- Y N Did you incur any adoption expenses in 2019?
- Y N Did you install geothermal heat pumps or solar/wind energy systems into your personal residence, second or vacation home?
- Y N Do you have a Flex Spending account at work? What does it pay for? _____
- Y N Did you purchase a fully electric car in 2019? (A non-refundable credit)

Deduction Information

- Y N Are you a teacher or school administrator who provided school supplies in your job? If yes, \$ _____
- Y N Did you have educational expenses for you or your dependents? Attach 1098-T and receipts.
- Y N Did you or your dependent receive employer-provided educational assistance or educational benefits?
- Y N Did you pay any student loan interest this year? Attach 1098-E
- Y N Are you a reservists? (overnight stay expenses deductible)
- Y N Did you have any job-seeking expenses or were required to move for your job?
- Y N Are you a performing artists or a fee-based government official?
- Y N Did you pay sales tax on a car, boat, motor home, manufactured home, truck, motorcycle or plane purchased for personal use (new or used)? If yes, amount: \$ _____
- Y N Do you own your personal residence where you live? (need property tax amount paid in 2019)**
- Y N Do you have a mortgage or home equity loan? Provide 1098
- Y N Do you pay PMI mortgage insurance?**
- Y N Review your paystub: Did you pay union dues (PA) or charitable contributions (Sch A)? If yes, bring last paystub
- Y N Did you make any charitable contributions? **Need receipts - even for cash!**
- Y N Are you keeping track of charitable miles? If yes, how many for 2019: _____ Explain
- Y N Did you make any non-cash donations? If yes, need donation receipt, list of items and a picture of items.

Health Insurance Information

- Y N Did you get a credit on your insurance through the market place? If yes - Provide 1095-A as proof?
- Y N Do you think your medical expenses exceed more than 7.5% of your income? (Bring detail)**
- Y N Are you keeping track of your medical miles? If yes, how many miles for 2019: _____**
- Y N Do you have a Health Savings Account(HSA)?
If yes, attach 1099-SA showing distributions and 5498-SA showing contributions.
- Y N Do you want to max out your HSA before 04/15/2020 for a tax deduction on your 2019 return?
Contribution Max - Family \$7,000 Single \$3,500**
- Y N If you worked for yourself, did you pay health insurance premiums for yourself and your family?
If yes, dollar amount for the year _____

Miscellaneous Information

- Y N Did you purchase energy efficient residential items? (started in 2006 - max. lifetime credit is \$500)
- Y N Did you make gifts of more than \$15,000.00 to any individual last year?
- Y N Did you make any Roth, traditional, SIMPLE OR SEP IRA contributions? If yes, circle which one. Bring Proof
- Y N Have you ever made a non-deductible IRA contribution? Bring Proof
- Y N Did you receive correspondence from federal, state or local tax authorities that I should know about or review? If yes explain: _____
- Y N Do you want to allocate \$3 to the Presidential Election Campaign Fund?
- Y N Do you operate a self-employed business? If yes, we will fill out other paperwork at your meeting
- Y N Do you have a home office? If yes, we will discuss what is needed at your appointment
- Y N Did you make estimated payments throughout the year? Check all that apply:
IRS _____ STATE _____ LOCAL _____ (Bring proof of to who, date paid and amount paid)
- Y N Do you expect significant changes in income, expenses or dependents for the current year? If yes, explain: _____
- Y N Do you want to prepare/update your will/power of attorney for health care and financial decisions?
- Y N Would you like your refund to be direct deposit?(same as last year or bring voided check for new account)

State Information

- Y N Do you have withholding from more than one state? If yes, what other state(s) _____
- Y N Did you contribute to a 529 (college) Plan? If yes, what state plan and amount: _____
- Y N Are you retired from the military (MD Deduction)?
- Y N Are you a Retired Law Enforcement Officer or Fire, Rescue, or Emergency Services Personnel (MD)?
- Y N Did you qualify for the LOSAP (Length of Service Awards Program) credit (MD)? Attach and miles _____
- Y N PA Residents: Did you make untaxed purchase from out-of-state retailers (Ex: on internet)?
If yes, bring purchase receipts or amount.

Personal Questions

- Y N Would you like a chance to win a free ticket to a local charity event for EOPCC, Lions Club or Heritage Days?