

TMI Group, LLC Income Tax Checklist

Taxpayer's name		SSN	
Spouse's name		SSN	
Taxpayer's occupation		Birthdate	Blind?
Spouse's occupation		Birthdate	Blind?
Taxpayer's Driver's License – State	Number	Issue Date	Exp Date
Spouse's Driver's License – State	Number	Issue Date	Exp Date
Address			
Home Phone		Cell Phone	Email
Filing Status	Single ()	Married J/S ()	Head of Household ()
Qualifying Widow(er) ()			
Did you receive, sell, send, exchange or acquire any financial interest in virtual currency? Y or N			

DEPENDENTS

Name	SSN*	Birthdate	Relationship
1)			
2)			
3)			
4)			

Furthering H. S. Education	Education Credits Used	Health Insurance Coverage	Months in your home
1) Yes/No	Yes/No	Yes/No	
2) Yes/No	Yes/No	Yes/No	
3) Yes/No	Yes/No	Yes/No	
4) Yes/No	Yes/No	Yes/No	

* You must provide a Social Security number for all dependents.

PAPERWORK TO BRING

<input type="checkbox"/> W-2s	<input type="checkbox"/> 1099s	<input type="checkbox"/> Self Emp Income	<input type="checkbox"/> Social Security Benefits
<input type="checkbox"/> K-1s	<input type="checkbox"/> Property tax bill	<input type="checkbox"/> Last year's tax return	<input type="checkbox"/> Health insurance coverage information

OTHER INCOME

SALE OF STOCK OR OTHER PROPERTY	Cost	Salesprice

Please bring supporting documents (Form 1099-Bs and statements)

- If you have a business or rental property, please attach an income/loss statement and supporting documents.
- If you borrow money and the debt is canceled or forgiven, please include Form 1099-A and/or 1099-C.

If you have other income, please bring all figures and supporting data.

Examples:	Taxpayer	Spouse
Tips	_____	_____
Pensions/annuities	_____	_____
Jury duty	_____	_____
Unemployment (1099-G)	_____	_____
Alimony received*	_____	_____
Prizes (1099-MISC)	_____	_____
Self-employment	_____	_____
Partnerships and S corporations	_____	_____
Estates & trusts	_____	_____
Social Security benefits	_____	_____
Scholarships & fellowships	_____	_____
Tax refunds	_____	_____
Royalties	_____	_____
Nontaxable income	_____	_____
Gambling	_____	_____
Hobby income	_____	_____
Other	_____	_____

* Not taxable for divorces commencing after Dec. 31, 2018

PAYMENTS

Did you have any of the following tax payments?
Estimated tax payments?
Amount paid with request for extensions to file?
Credit from previous year?

REFUND

How would you like to handle your refund?
<input type="checkbox"/> Check
<input type="checkbox"/> Credit to next year
<input type="checkbox"/> Direct Deposit (Checking / Savings)
Routing Number
Account Number
Name of Financial Institute

MISCELLANEOUS CREDITS

Residential Energy Credits
Adoption Expenses

Deductions and Credit Items

RETIREMENT

Contributions to a traditional IRA
 Taxpayer Date _____
 Spouse Date _____
 Contributions to a Roth IRA
 Taxpayer Date _____
 Spouse Date _____
 Penalty for early withdrawal _____
 Alimony pd. (can't deduct for divorces commencing after 12/31/18) _____
 Self-employed health insurance _____
 Keogh, SEP & SIMPLE contributions _____

MEDICAL EXPENSES

Medical savings account (MSA) contributions _____
 Health savings account (HSA) contributions _____
 Insurance & Medicare premiums _____
 Prescriptions _____
 Eyeglasses _____
 Doctors _____
 Dentists _____
 Hospital _____
 Ambulance _____
 Medical auto mileage _____
 Other medical travel expenses _____
 Hearing aids & batteries _____
 Other medical expenses _____
 Reimbursements _____

TAXES

Real estate tax _____
 Personal property tax* _____
 City/county tax* _____
 Sales tax _____
 Other* _____

Estimated Taxes	State	Federal
Date pd.		
Date pd.		
Date pd.		
Date pd.		

INTEREST EXPENSE

Home mortgage (1098) _____
 Home mortgage – pd. to individuals _____
 (Include name and SSN of individuals) _____

 Investment interest** _____
 Interest pd. on student loans (1098-E) _____

CONTRIBUTIONS

Church _____
 Other cash contributions _____
 Charitable auto mileage _____
 Property donated for which you have _____
 receipts (fair market value) _____

 For 2020, taxpayers using the standard deduction are allowed an above-the-line charitable contribution of up to \$300.

CASUALTY & THEFT LOSSES

The following expenses may only be claimed in a presidentially declared disaster area.
 Cost of property lost _____
 Fair market value of property _____
 Insurance reimbursement received _____

JOB-RELATED MOVING EXPENSES

Only active military personnel may claim the following deductions.
 Travel & lodging _____
 Moving household goods _____
 Total moving miles _____

CHILD CARE EXPENSES – Bring list of monthly totals

Provider's name	Address	ID# of provider(s)	Amount pd.

EDUCATION CREDITS (1098-T)

Name of institution	Tuition pd.	Who attended	When classes began

LOANS: If you borrowed money during the year, bring a list showing the amounts, dates and use of proceeds.

* Taxpayers who itemize can deduct their state individual income, sales and property taxes up to a limit of \$10,000 in total.

** For taxpayers who itemize, your investment interest expense deduction is limited to your net investment income.