Capocore

INDIVIDUAL TAX DOCUMENT CHECKLIST

Personal Information

- [ ] Any changes in contact information
- [ ] Any changes in marital status
- [ ] Any changes in dependents
- [ ] Any changes in banking information
- [ ] Identity Protection PIN *(if required by the IRS)*

Wages

- [ ] Wage Income (W-2)
- [ ] Non-Employee Compensation (1099-NEC)
- [ ] Miscellaneous Income (1099-MISC)

Investment Income

- [ ] Interest Income Statements (1099-INT)
- [ ] Dividend Income Statements (1099-DIV)
- [ ] Proceeds from Broker Transactions (1099-B)
- [ ] Consolidated Brokerage Statements
- [ ] Virtual Currency Transactions

Retirement

- [ ] Pension & Retirement Distributions (1099-R)
- [ ] Social Security Benefits (SSA-1099)
- [ ] RRI Benefits (RRB-1099)
- [ ] IRA Contribution Information (5498)

Business (Schedule C)

- [ ] Gross Receipts and 1099s
- [ ] Year-End Balance Sheet
- [ ] Year-End Profit & Loss Statement
- [ ] Business Expenses
- [ ] Mileage & Auto Expenses *(if applicable)*
- [ ] Home Office Expenses *(if applicable)*

Rents and Royalties

- [ ] Rents and/or Royalties Received
- [ ] Rental Property Expenses

K1 and Passthrough Income

- [ ] Partnership/S-Corporation Income (K-1)
- [ ] Unreimbursed Partner Expenses
- [ ] Estate/Trust Income (K-1)

Other Income and Adjustments

- [ ] Alimony Paid or Received
- [ ] State & Local Income Tax Refunds
- [ ] Unemployment Compensation (1099-G)
- [ ] Jury Duty Pay
- [ ] Gambling Winnings (W-2G) and/or Losses
- [ ] Prizes and/or Awards

Itemized Deductions

Medical and Dental Expenses

- [ ] Medical Expenses (medical, dental, vision, etc.)
- [ ] Health Insurance Premiums Paid by You
- [ ] Long-Term Care Premiums Paid by You
- [ ] Prescription Drug Costs
- [ ] Mileage Related to Medical Care

Taxes You Paid

- [ ] Real Estate Property Taxes Paid
- [ ] State & Local Personal Property Taxes *(i.e. Auto Tabs)*
- [ ] Sales Tax on Large Purchases *(i.e. car or boat)*

Interest You Paid

- [ ] Mortgage Interest (Form 1098)
- [ ] Mortgage Points and/or Insurance Premiums
- [ ] Investment Interest

Gifts to Charity

- [ ] Cash Contributions *(including acknowledgements)*
- [ ] Non-Cash Contributions *(including donation value)*
- [ ] Mileage driven for charity/volunteer work

Healthcare

- [ ] Health Coverage Documentation (1095-A/B/C)
- [ ] HSA Account Contributions (5498-SA)
- [ ] HSA Account Distributions (1099-SA)
- [ ] ABLE Account Contributions (5498-QA)
- [ ] ABLE Account Distributions (1099-QA)

Education

- [ ] Tuition Statement (1098-T)
- [ ] Student Loan Interest Paid (1098-E)
- [ ] Distributions from College Savings Plans (1099–Q)
- [ ] Contributions to College Savings Plans
- [ ] Scholarships and/or Fellowships

Credits

- [ ] Child Care Expenses & Provider Information
- [ ] Residential Energy Efficiency Improvement Expenses

Estimates and Payments

- [ ] Federal, state & local estimated income tax paid for the current year

Other Information

- [ ] Details of Any Foreign Accounts or Trusts
- [ ] Income from Any Foreign Assets
- [ ] Sale of Your Home or Other Real Estate (1099-S)
- [ ] Mortgage Credit Repayment (if applicable)
- [ ] Early Withdrawal Penalties for CD/Savings
- [ ] Any Government Notices Received Regarding Current and/or Prior Tax Years