



Tax Return Checklist for Individual Tax Returns (Form 1040 or 1040SR)

Read through the following list as a reminder of what is needed to complete your tax return. You may not have all of these items, but you will probably have several of them. If you are unsure about any of the items, give us a call at **574-367-7366** or send us an email at **kaitlyn@tidewater-tax.com**.

Photo ID for both Taxpayer and Spouse

NOTICE-1444-C - You should have received this in 2021, it shows how much of the 3rd Stimulus Payment you received.

LETTER 6419 - If you received any Advance Child Tax Credit, you will receive this in January of 2022. If Married, you should each receive it.

If you received either of these payments and do not have the notice, you can go to www.irs.gov and create an account to get that information.

***If you report an incorrect amount to your preparer,
it will slow down the processing of your return
and potentially affect the refund or balance due amount.***

W-2(s)

1099(s)– interest, dividends, retirement/pension, state refunds, unemployment, sale of securities, oil and gas interests, etc.

Crypto-Currency - If you sold, sent or traded any crypto-currency of any type, your preparer will need that information in a usable format.

1099-NEC(s) - If you receive any of these, or have other business income, Please see the Small Business link on our website.

K-1(s)– partnerships, S corporations, LLC's, LLP's, estates, trusts, etc. (if we do your business returns, we will generate the K-1's)

Social Security Statement (1099-SSA) – if you receive benefits

Closing Statements – all real estate deals for buying and selling, including refinancing (points may be deductible and property taxes are often paid at time of refinancing)

Estimated State and Federal Tax Payments – amount paid and dates

Social Security Numbers and Date of Birth - for all dependents, Placement letter for any foster children.

Basis of Securities Sold – you don't want to pay gains on the total amount of a sale! Please provide the amount you paid for the investment, along with the purchase date.

Investment Account Statements – with enclosures (often there are little hidden deductions in those papers)

Rent Paid - How much rent, how many months, address if different than current address, and name and address of landlord.

Mortgage Interest Statement - 1098-INT

Real Estates Taxes – all real estate taxes are eligible for deduction

Mortgage Insurance Premiums – usually reported on 1098-INT

Personal Property Tax – car excise tax

Child Care Costs – amount, name, address and social security number or tax ID of provider

Education Loan Interest – Sallie Mae student loans, Nelnet, etc, Form 1098-E.

529 Plan Contributions – may be eligible for state deductions, account number(s) needed

Tuition Payments – college, graduate school, post-high school education of any kind

Health Insurance Premiums – paid AFTER tax or if self-employed (or K-1 recipient), if you had ACA (Affordable Care Act) at any time during the year we need the 1095-A

Long Term Care Insurance Premiums – split out per person

Contributions/Withdrawals to/from Medical Savings Account, Health Savings Accounts, IRA's, 401K's, SEP's, SIMPLE's, KEOGH's

Installment Sales – first year, we need all documentation; after that we need to know about the payments received.

Charitable Contributions – check, cash, or credit card donated to a 501(c)(3), as well as noncash items (Goodwill). Don't forget volunteer work mileage and volunteer expenses! Please provide the purchase price for items you are donating.

Medical Expenses – don't overlook mileage, lodging, prescribed stop smoking programs, glasses, dental, braces, prescribed weight loss programs, etc.

Family Changes – new spouse, new children, children who have flown the nest, etc.

New Address, Phone or Email – anything NEW

Copy of Prior Year's Tax Return - new clients only.

Bank Account Information – to have your refund direct deposited, we need name of bank, type of account, routing number and account number. A voided check works fine.