

J&A Income Tax

2021 Tax Return Preparation Checklist

For New and Returning Clients

General Taxable Income

Stimulus Payment Received. Not taxable but needed to complete the return.

- W-2 Form(s) for Wages, Salaries, and Tips
- Interest Income Statements: Form 1099-INT & 1099-OID
- Dividend Income Statements: Form 1099-DIV
- Sales of Stock, Land, etc. for Capital Gains: Form 1099-B
- Sales of Real Estate: Form 1099-S
- State Tax Refunds: Form 1099-G
- Alimony Received or Paid (Agreements entered into prior to 2020)
- Unemployment Compensation Received
- Miscellaneous Income: Form 1099-MISC, Form W2-G Gambling, Etc...

Retirement Income

- Retirement Income: Form 1099-R
- Social Security Income and Railroad Retirement Income: Form SSA-1099

Business Income

- Business Income and Expenses
- Rental Income and Expenses
- Farm Income and Expenses
- Form K-1 Income from Partnerships, Trusts, and S-Corporations
- Tax Deductible Miles Traveled for Business Purposes

Tax Credits

- Child Tax Credit
- Child Care Provider Address, Tax ID, Amounts Paid
- Earned Income Tax Credit (EITC)
- Adoption Expense Information for the Adoption Credit
- Foreign Taxes paid
- First Time Home Buyer Tax Credit – For Payback Purposes
- Tuition Information For Tax Credits (1098-T)

Expenses and Tax Deductions

- Medical Expenses for the Family
- Medical Insurance Paid
- Prescription Medicines and Drugs
- Doctor and Dentist Payments
- Hospital and Nurse Payments
- Long Term Care Insurance
- Tax Deductible Miles Traveled for Medical Purposes
- Home Mortgage Interest from Form 1098
- Home Second Mortgage Interest Paid
- Real Estate Taxes Paid – Limited for 2020
- State Taxes Paid with Last Year's Return – Limited for 2020
- Personal Property Taxes Paid – Limited for 2020
- Charitable Cash Contributions
- Fair Market Value of Non-cash Contributions to Charities
- Unreimbursed Expenses Related to Volunteer Work
- Tax Deductible Mileage for Volunteer Purposes
- Casualty and Theft Losses – Named Storms, Federal Disaster Area
- Student Loan Interest Paid
- 1095-A, B and or C Documents for proof of medical insurance
- IRA Deductions
- HSA Contributions

Tax Estimate Payments

- Estimated Tax Payments Made with ES Vouchers
- Last Year's Tax Return Overpayment Applied to This Year

General Information

- Copy of Last Year's Tax Return
- Dates of Birth, Social Security Numbers for You and Your Spouse
- Dependents' Names, Years of Birth, Social Security Numbers w/documentation
- Child Care Expenses for Each Dependent
- Routing Transmit Number (RTN) (For direct deposit/debit purposes)
- Bank Account Number (BAN) (For direct deposit/debit purposes)
- Any IRS issued PINS relating to Identity Theft
- Any crypto currency transactions, i.e. bitcoin
- Non taxable income sources for calculating state tax credits, child support, workers compensation, FIA Cash Benefits

J & A INCOME TAX

STIMULUS PAYMENT CHECKLIST

TAX STIMULUS PAYMENTS - AMOUNTS

- #1 – American Rescue Act – 3Rd Stimulus Payment Spring 2021

YES ____ NO ____ IF YES, AMOUNT _____

- #2 – Advanced Child Tax Credit Payments – Started July 2021:

YES ____ NO ____ If yes, please indicate below by month:

July _____

August _____

September _____

October _____

November _____

December _____

TOTAL _____