

***Taxpayer Should Have
Documentation to Substantiate
ALL Deductions***

Income Items

- W-2's
- 1099-K
- Dividends
- Interest statements
- Personal Notes
- Savings Bonds Cashed
- Tax Exempts
- Business/Professional Sales or Exchange of:
 - Stocks, Bonds, Mutual Funds (Original Cost & Date Acquired)
 - Worthless Securities
 - Bad Debt
 - Residence
 - Other Property
 - Pension/Annuities
 - All Distributions
 - IRA Rollovers
 - Conversion to Roth IRA
 - Social Security Benefits
- Rents
- Royalties
- Partnerships (Form K-1)
- LLC's (Form K-1)
- Subchapter S (Form K-1)
- Estate/Trusts (Form K-1)
- Farm Property
- Oil & Gas (Working Interest)
- Miscellaneous:
 - State/Local Tax Refunds
 - Alimony
 - Commission/Bonuses /Fees
 - Ins. Paid by Employer
 - Prizes/Awards
 - Recovery of Debts/Losses
 - Unemployment Compensation
 - Directors Fees
 - Gambling/Lottery Winnings
 - Personal Use of Auto
 - Forgiveness of Debt (Includes Credit Cards)
- **Cryptocurrency Transactions**

****=Required for IRS Reporting and Credit Calculation.***

General Info Needed

- Change of Address**
- New Dependents (Name, DOB, SSN#)
- Change in Marital Status
- Dependents Social Security Number
- Date of Birth of Taxpayer & ALL Dependents
- Driver's License Info (License #, Issue Date, Expiration Date, & State)
- Identity Protection PIN**
- **If applicable, necessary for e-filing

Credit and Exclusions

- Adoption Expenses
- Simple/Keogh/SEP Plan (Form 5498)
- Contributions to Medical and/or Health Savings Plan
- Individual Retirement Acct. (Form 5498)
- Health Savings Account (Form 5498)
- Child & Dependent Care
- Health Insurance of Self-employed
- Educator Expenses (Teachers)
- *Educational Expenses (1098-T) *
- Student Loan Interest (1098-E)
- Settlement Statement for Home
- Purchase/Sale
- Energy Savings Home Improvement
- Section 529 Distributions (1099-Q)

Medical

- Prescription & OTC Medications
- Health Insurance/Medicare
- Doctor/Dentist/Podiatrist
- Nurses, Include Room & Board
- Hospital/Clinics/Labs
- Eyeglasses/Hearing Aids
- Artificial Limbs, Teeth, Etc.
- Therapeutic Apparatus
- Oxygen/Vaporizers/Diathermy
- X-Rays
- Special Food, Shoes, Braces
- Transportation/Ambulance
- Long-Term Healthcare Insurance

**Contributions
(Requires Substantiation)**

- Church/Charity
- Out-of-Pocket Incidentals
- Transportation
- Non-Cash

HSA

- Form 5498
- *Form 1099-SA*

Health Insurance

- *1095-A**If applicable, this form is required for filing
- 1095-B
- 1095-C
- 529

Ohio

- Section 529 Plan Payments
- Political Contributions
- Scholarship Donation *Need documentation for \$1,500 tax credit
- Adoption

529 Plan Distributions

- 1099-Q

Taxes

- Real Estate:
 - Residence
 - Second Residence
 - Vacation Home
 - State/Local Income
- Personal Property
- Sales Tax Paid
- Sales Tax on Motor Vehicles, Etc.

Interest Expense

- Mortgage Interest on Primary & Secondary Residence
 - Points Paid
 - Home Equity Loans
 - Investment Interest
- Mortgage Insurance Premiums

Casualty/Theft Losses

- Must Exceed 10% of Adjusted Gross Income

Other

- Gambling Loss Documentation
- Investment Management Fees
- QCD Amount
- IRA to HSA Transfer
- 72T Distribution