

CHECKLIST OF ITEMS TO GIVE TO SABADOS PERRY & COMPANY

N/A YES GENERAL

- Please Sign Engagement Letter and Return To Us With Your Tax Information
- Any Changes in Address, Dependents, Marital Status? (Please Give Detail)
- Do You Want Direct Deposit of Your Refund? (Need Bank Information - **See Enclosed**)
- Please Fill Out Enclosed ACA-Health Coverage Information (MANDATORY BY IRS)
- Did You Make Gifts of More Than \$14,000 To Any Individual?
- Do You Want to Designate \$3 to the Presidential Election Campaign Fund?
- Did You Receive Any Correspondence From IRS, State or City During 2015? (Please Include)
- Do You Have Foreign Financial Accounts Worth Over \$50,000 (Single) or \$100,000 (Joint)?
- Do You Expect Any Significant Changes to Your Tax Situation in 2016? (Please Give Detail)

Those with businesses and/or rental properties must answer:

- Did you make any payments in 2015 that would require you to file Form(s) 1099? (Over \$600.00 to individuals)
- If 'Yes', did you or will you file all required Form(s) 1099? (Note: IRS penalty is \$250.00 per form for noncompliance) We can prepare these forms for you.

CONTACT INFORMATION

| | |
|--------------------|--------------|
| Telephone Numbers: | Fax Numbers: |
| Email Addresses: | |

N/A YES INCOME

- W-2 Wage & Tax Statement
- W-2G Gambling Winnings
- 1099-INT Interest Income
- 1099-DIV Dividend Income
- 1099-A Acquisition or Abandonment of Secured Property
- 1099-B Proceeds From Broker & Barter Transactions (e.g. Stock Sales)
- 1099-C Cancellation of Debt
- 1099-S Proceeds From Real Estate Transactions
- 1099-R Pension, Annuity IRA Distributions-Please Tell Us If You Rolled Over Any Of Your Distributions!
- 1099-G Government Payments (State & Local Tax Refunds/Credits)
- 1099-MISC Miscellaneous Income (e.g. Rents, Non-Employee Compensation)
- 1099-MSA Archer Medical Savings Account Distributions
- 1099-LTC Long-Term Care Benefits
- K-1 (1065) Partner's Share of Income, Credits, Deductions, Etc.
- K-1 (1120S) Shareholder's Share of Income, Credits, Deductions, Etc.
- SSA Form - Social Security Benefits
- Self-Employed Income and Expense Information
- Rental Property Income and Expense Information
- Alimony Received
- Unemployment Compensation Received
- Income From Tips Not On W-2
- Tax-Exempt Interest Income Received
- Conversion of Regular IRA To Roth IRA

N/A YES ADJUSTMENTS

- 1098-E Student Loan Interest
- Health Savings Account or Archer Medical Savings Account Contributions
- Regular IRA Contributions
- Roth IRA Contributions
- Self-Employed Health Insurance Paid (Including Medicare/Supplemental Premiums)
- Self-Employed SEP/SIMPLE/SOLO 401(K) Contributions
- Alimony Paid
- Moving Expenses
- Educator Expenses

N/A YES ITEMIZED DEDUCTIONS

- 1098 Mortgage Interest
- Mortgage Interest Not on Form 1098 (Paid to Individual)
- Do You Have Over \$100,000 in Home Equity Debt?
- Points Paid to Refinance Home in 2015 (+ Need Number of Years on New Mortgage)
- PMI Mortgage Insurance Premiums Paid
- Investment Interest Paid
- Real Estate Taxes Paid
- State Income Taxes Paid - 2014 Balance + 2015 Estimates
- State Sales Taxes Paid on Big Ticket Items (Vehicles, Boats, Aircraft)
- City Taxes Paid - 2014 Balance + 2015 Estimates
- Charitable Contributions Paid By Cash & Check (**MUST** have receipts for all cash donations)
- Charitable Contributions - NonCash (See Charitable Valuation Guide on our website www.sabper.com)
- 1098-C Contributions of Motor Vehicles, Boats & Airplanes
- Medical Expenses (If Exceed 10% of Adjusted Gross Income Or 7.5% If 65 & Over)**
- Unreimbursed Employee Expenses
- Other Expenses - Investment Expenses, Safe Deposit Box, Etc.

N/A YES OTHER

- Forms 1095 A, B or C Health Insurance Coverage (MANDATORY!!)**
- 1098-T Tuition Payments (American Opportunity/Lifetime Learning Credit)
- Child & Dependent Care Credit (Day Care)
- Foreign Tax Credit
- Retirement Savings Contributions Credit
- Federal Income Tax Estimates Paid
- Residential Energy Credit (10% of qualifying improvements up to \$500 lifetime)

N/A YES OHIO

- Ohio Use Tax to Report (For Out-of-State & Internet Purchases) (**MANDATORY!!**)
- College Savings Plan Contributions
- Do you want to designate \$1 to the Ohio Political Party Fund?
- Do you want to donate part of your refund? (We will contact you for specifics)

*Good Used Condition or Better. Use "Thrift Value". **MUST Have Receipts for All Noncash Donations.**

**If You Give Us A Written Summary Of Medical Expenses, Please Keep Your Individual Medical Receipts At Home.