Tax Year 2018
Reminder List:
Northwest Accounting & Tax Service

Phone (360) 694-8206 Email: nwatax@yahoo.come

Your Name(s) ____

*This list is provided to help you assemble you tax documents. You will still receive a full interview when you come so you are NOT required to fill this form out.

*If you are mailing your documents to us, include the Engagment Letter and Privacy statement signed (on the back of the newsletter

Please bring your ID. Dependents age 18 and younger: Bring proof they lived in your **home (a school letter or similar item.)** **Dependents 18 & Over: Documentation where they live and** information showing you are supporting them. Head of Household filing status please provide proof of housing payment (mortgage or rent receipt.

Tell us about **CHANGES you have had**

❑ I have a New Address
❑ Married ❑ Divorced ❑ Separated ❑ Single
❑ I am claimed as a dependent of another person
❑ I am Legally Blind ❑ Spouse Blind
❑ I am over 65 year age ❑ Spouse over 65

❑ **All Dependents** (See ** Above)
❑ **Changes to Dependents** (please bring their SSN and see ** Above)

❑ Dependent Children had investment income over $2000 (bring documentation)

❑ **Bring your 1095-A or 1095-B/C proving each person had *HEALTH INSURANCE.***

General Income:

❑ W2's Number_______
❑ Interest Income from Banks and Investments
❑ Dividend from stock or other investments
❑ State Refunds received in 2017
❑ K-1s from Partnerships, Corporations, Trusts or Estates
❑ Rent Income (See Rental Section)
❑ Business Income or Farm (see next Page)
❑ Pension / Retirement / Traditional IRA / Roth IRA: Distributions and Rollovers
❑ Alimony Income
❑ Unemployment Income
❑ Social Security Income
❑ Jury Duty ❑ Prizes
❑ Gambling Income and Gambling Expense
❑ Cancelation of Debt
❑ Tip Income
❑ Other Income (this may not be a complete list

Please Bring Documents for any of the items listed!!

Sales of Investments and Property

❑ Stock/Investment Sales: Bring your 1099B and cost basis information (usually provided by broker)
❑ Property Sale/Purchase: Bring your 1099S (if received), Sales documents, Purchase documents with date & Price + improvements you made to the property.

Adjustments to Income — None ❑

❑ Student Loan Interest
❑ Health Savings Account Contributions
❑ ~~Moving Expense (not allowed after 2017)~~
❑ Alimony Paid (need name and SSN paid to)
❑ IRA Contribution
❑ Roth IRA Contribution
❑ Educators Expense
❑ Penalty on Early Withdraws from Banks
❑ Other

Tax Credits — None ❑

❑ Foreign Taxes Paid
❑ Adoption Credit
❑ Child Tax Credit (Child under 17)
❑ Child or Disabled Dependent Care Credit

❑ **College Education** (MUST Bring 1098-T plus receipts for books and school print out of fees paid)
❑ ~~Energy Credit for Improvement to your home~~
❑ Solar Credits?

Other Information — None ❑

❑ Filed Bankruptcy
❑ Foreclosure
❑ Made Gifts over $14,000

Sch A Itemized Deduction

Expenses listed below need to exceed Standard Deductions (Single $12000 Married:$24000) to be useful

❑ Large **Medical Expenses** (No deduction is allowed for amounts that are less than 7.5% of your income)

Provide a list if you will meet the above thresholds:

-Medical Insurance and Medicare Insurance paid (*Not if thru employer when a 125 plan is in place*)
-Long Term Health Insurance
-Doctors, Dentist, Prescriptions, Vison and other medical provider expense.
-Medical Transportation and Miles Driven
-Other Medical Expense

❑ State and Local **Income Taxes** Paid
❑ Sales **Tax** paid on Home Improvements & Automobiles
❑General Sales Tax (you can provide a detailed list of all sales tax paid OR we use the IRS chart for the area you live in)
❑ Property **Tax** paid on Personal Residence
❑ Property **Tax** paid on other properties Owned
❑ Other Taxes

❑ Mortgage **Interest** Paid On Primary Home
❑ Mortgage Interest Paid on a Second Home
Bring the 1098 of each loan
❑ Purchased, Sold or refinanced a home this year
Bring closing papers from Transaction
❑ **Investment Interest** (loan used to purchase an Investment)
❑ Mortgage Insurance (PMI) extended thru 2018
~~❑ Large **Casualty Losses** (only presidential declared disaster losses)~~

❑ **Charitable Donations of money**
If the gift is over $200 please provide receipt
❑ **Non-Cash Charitable Donations**
You MUST provide the receipt and list of items given. If over $500 your list must include purchase date and purchase price plus value of item at time given.

~~❑ Work Expense~~ (all eliminated in 2018)
~~❑ Job Hunting~~
~~❑ Tax Preparation~~
~~❑ Investment Expense~~

Other Questions? We would love to answer them for you

Business Income: None ❑
❑ Same Business as last year
❑ New Business this year
Type of Work ____________________
Work for UBER, LIFT, run an AIR BNB or raise funds on Go Fund Me? Preform casual Labor?

Income: Bring 1099's received and List ALL Income.
Business Expenses: Provide a list of all ordinary and necessary expense for the business

❑ Auto used for Business
-List Total Miles for Auto (oil or repair document from beginning of each year is a great verification)
-Business Mile Log (IRS generally requires a Log)
-List Miles used to commute to work
-All other miles will be deemed personal
❑ Using Standard Mileage Rate
❑ Providing Actual Expenses (including purchase papers on a new vehicle)

❑ Office in Home
Home must be used Regularly & Exclusively
Bring expense of operating home
Square. Feet of : Home_______ & Office ________

Rental Income None ❑
❑ Same Rental Homes as last year
❑ New Rental Home this year (Bring purchase docs)
-Income
-Expenses (please provide a list of Ordinary and necessary expense)
❑ Auto used for Rental activity (see list above)

State Returns ❑ Did not work outside WA
❑ Work State (list) ____________________
❑ WA residents: If your **W2 100% in Oregon but you did not spend all my work time in OR**. Provide a log listing each work location, holidays and Vacation PLUS a signed letter from your employer stating where you work.

Estimated Tax Payments Made
❑ None
April 15 Pmt $__________ June 15 Pmt $_________
Sept 15 Pmt $__________ Jan 15 Pmt $_________

Direct Deposit of Refund: Provide canceled Check