Printable Tax Documentation Checklist

**General Taxable Income**

\_\_\_ W-2 Form(s) for Wages, Salaries, and Tips  
\_\_\_ Dividend Income Statements: Form 1099-DIV  
\_\_\_ Interest Income Statements: Form 1099-INT & 1099-OID  
\_\_\_ Miscellaneous Income: Form 1099-MISC  
\_\_\_ Sales of Real Estate: Form 1099-S  
\_\_\_ Sales of Stock, Land, etc.: Form 1099-B  
\_\_\_ State Tax Refunds: Form 1099-G  
\_\_\_ Unemployment Compensation Received  
\_\_\_ Gambling Winnings  
\_\_\_ Alimony Received or Paid

**Retirement Income**  
\_\_\_ Railroad Retirement & Social Security Income: Form SSA-1099  
\_\_\_ Retirement Income: Form 1099-R  
  
**Business Income**  
\_\_\_ Business Income and Expenses   
\_\_\_ Farm Income and Expenses  
\_\_\_ Form K-1 Income from Partnerships, Trusts, and S-Corporations  
\_\_\_ Rental Income and Expenses  
\_\_\_ Tax Deductible Miles Traveled for Business Purposes  
  
**Tax Credits Checklist**  
\_\_\_ Adoption Expense Information  
\_\_\_ Child Care Provider Address, I.D. Number and Amounts Paid  
\_\_\_ First Time Home Buyer Tax Credit  
\_\_\_ Foreign Taxes paid  
  
**Expense and Tax Deduction Checklist**  
\_\_\_ Amount Paid to Professional Preparer Last Year  
\_\_\_ Casualty and Theft Losses  
\_\_\_ Charitable Cash Contributions  
\_\_\_ Doctor and Dentist Payments  
\_\_\_ Fair Market Value of Non-cash Contributions to Charities  
\_\_\_ Home Mortgage Interest from Form 1098  
\_\_\_ Home Second Mortgage Interest Paid  
\_\_\_ Hospital and Nurse Payments  
\_\_\_ Investment Expenses  
\_\_\_ IRA Contributions  
\_\_\_ Job-hunting Expenses  
\_\_\_ Last Year's Tax Preparation Fee  
\_\_\_ Medical Expenses for the Family  
\_\_\_ Medical Insurance Paid  
\_\_\_ Miles Traveled for Volunteer Purposes  
\_\_\_ Miles Traveled for Medical Purposes  
\_\_\_ Miles Traveled Related to Your Job  
\_\_\_ Moving Expenses  
\_\_\_ Personal Property Taxes Paid  
\_\_\_ Prescription Medicines and Drugs  
\_\_\_ Real Estate Taxes Paid  
\_\_\_ State Taxes Paid with Last Year's Return (if itemized)  
\_\_\_ Student Loan Interest Paid  
\_\_\_ Tax Deductible Unreimbursed Expenses Related to Your Job  
\_\_\_ Union and Professional Dues  
\_\_\_ Unreimbursed Expenses Related to Volunteer Work  
  
**Tax Estimate Payments Checklist**  
\_\_\_ Estimated Tax Payments Made with ES Vouchers  
\_\_\_ Last Year's Tax Return Overpayment Applied to This Year  
\_\_\_ Off Highway Fuel Taxes Paid  
  
**General Information**  
\_\_\_ Bank Account Number (BAN) (For direct deposit/debit purposes)  
\_\_\_ Child Care Expenses for Each Dependent  
\_\_\_ **Copy of Last Year's Tax Return**  
\_\_\_ Dependents' Names, Years of Birth, and Social Security Numbers  
\_\_\_ Dependents' Post High School Educational Expenses  
\_\_\_ Educational Expenses for You and Your Spouse  
\_\_\_ Prior Year Adjusted Gross Income (AGI) & Personal Identification  
\_\_\_ Routing Transmit Number (RTN) (For direct deposit/debit)  
\_\_\_ Social Security Numbers for You and Your Spouse