

2021 Tax Information Worksheet

DATE: _____

Full Legal Name: _____ Date of Birth _____ SS# _____

Spouse: _____ Date of Birth _____ SS# _____

Address: _____ City/State/Zip: _____

Telephone # (_____) _____ Cell#: (_____) _____

Email address(s): _____

Do you prefer a paper copy or electronic copy of your tax return? PAPER ELECTRONIC

Dependants Name	Social Security Number	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Did you make Estimated Tax Payments for 2021?

***If yes we must have the amounts and dates these were made.

Did you receive Stimulus Payments? \$ _____

Did you receive Advance Child Tax Credit payments? \$ _____

(PLEASE NOTE: If the amounts for either Stimulus or Advanced Child Tax Credits do not match the IRS information your return WILL BE DELAYED! If we are requested to correct and/or pursue correct information as a result of your error, an additional fee will be added.)

Answer yes or no to each question:

Did you marry or divorce?

Were there any births or deaths?

Did you start or close a business?

Did you buy or sell any property? (If yes-include settlement statement)

Did you buy or sell any vehicle that is used for business?

Were there any changes in dependent status from the previous year?

Are there any returns that should be filed for a dependent? (If yes-who?)

Did you receive health insurance premium credit (Form 1095 A, B or C) for any part of 2021? (If yes include forms related to the insurance credit.)

Did you have qualifying health insurance coverage for ALL of 2021 for YOURSELF, SPOUSE AND ANY DEPENDENT THAT YOU *COULD HAVE CLAIMED*?

Please Note: In the event you elect to file your tax return before you receive tax form 1095A, B or C from the insurance company and received a Health Insurance Tax Credit, your return may be required to be amended. This will be at an additional fee.



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1099 QUESTIONS ON BUSINESS RETURNS

Generally, any trade or **business** that makes payments in the course of that trade or business of **interest, rents, compensations, remuneration for services, annuities, etc., aggregating \$600 or more for the year to a single payee is required to report the payments to the IRS and to the recipient of the payments by filing Form 1099.** This reporting requirement *generally does not apply to payments to corporations.* However, the 1099 reporting requirements do apply to payments made to corporations for attorneys' fees, and to amounts paid to corporations providing medical or health care services. In addition, if a business makes a payment otherwise required to be reported on Form 1099, the payment is generally not required to be reported **if the payment is made using a credit card, a debit card, or a qualified third party payment network.**

A Form 1099 is required to be filed with the recipient of the payment and with the IRS by January 31 of the year following the year the payment is made.

The penalties for failing to file 1099's, or for filing 1099's late, **are significant.** A penalty for failure to file a correct information return is separate from the penalty for failure to furnish the correct recipient statement. For example, if you fail to file a correct Form 1099 with the IRS and don't provide a correct Form 1099 statement to the recipient, you may be subject to two separate penalties. **Note!** The IRS may waive these penalties if you can show reasonable cause for failing to file the form. **Caution!** *If you intentionally fail to file Form 1099, then the penalties increase considerably per 1099.*

The IRS now includes two questions concerning Form 1099 on all business returns, including Form 1040, Schedule C, Schedule F, and Schedule E as well as Forms 1065, 1120, and 1120-S. The questions are 1) "Did you make any payments in the filing year that would require you to file Form(s) 1099?", and 2) "If 'Yes', did you or will you file all required Form(s) 1099?" We must answer these two questions when we prepare you Form 1040 if the 1040 includes a Schedule C, Schedule F, or Schedule E. In addition, we must answer these questions when preparing a Form 1065, 1120, or 1120-S. Therefore, if you have a trade or business, please review the above requirements for filing Forms 1099 and provide us with the answers to the following questions:

Did you make any payments in the last year that would require you to file Form(s) 1099?

If "Yes", did you or will you file all required Forms 1099?

Please let us know if you have any questions concerning the Form 1099 filing requirements. In addition, if you have not filed all required 1099s, we will help you meet your filing responsibilities. However, unless you engage us to do so, we do not routinely file Forms 1099 as part of preparing your income tax returns.