

**2024**  
**Tax Filing Year Checklist**  
**Paul Lichtenwalter Accounting**

**PERSONAL INFORMATION**

Name/Spouse \_\_\_\_\_

Address \_\_\_\_\_

Social Security Number(s) \_\_\_\_\_

Bank Account for Direct Deposit – Routing \_\_\_\_\_ Account \_\_\_\_\_

    Checking \_\_\_\_\_ Savings \_\_\_\_\_

Dependent(s) – **Child Tax Credit** Name & Social Security Number \_\_\_\_\_

**Childcare Records** if applicable (providers name, address, EIN and amount paid) \_\_\_\_\_

If custodial parent is releasing their right to claim a child include form 8332 \_\_\_\_\_

\*\*\*\*\*Advance Child Tax Credit Amount Received \_\_\_\_\_

**INCOME**

W-2 Forms \_\_\_\_\_

Unemployment Form 1099-G \_\_\_\_\_

Form 1099-Misc including prizes and awards \_\_\_\_\_

K-1 \_\_\_\_\_

Self Employed Income and Expense Ledger \_\_\_\_\_

    Purchase of Business Use Asset List \_\_\_\_\_

    Office in home information if applicable \_\_\_\_\_

    Record log of business auto miles \_\_\_\_\_

Rental Income and Expense Leger \_\_\_\_\_

    Purchase of Rental Use Asset List \_\_\_\_\_

Gambling Income W-2G and recorded losses \_\_\_\_\_

1099-K \_\_\_\_\_

**RETIREMENT**

Pension/IRA/Annuity Income 1099-R \_\_\_\_\_

Social Security/RRB Income 1099-SSA or RRB-1099 \_\_\_\_\_

Current year IRA contributions to Traditional or Roth \_\_\_\_\_

Retirement Plan Tax Form 8606 \_\_\_\_\_

**SAVINGS & INVESTMENT OR DIVIDENDS**

Interest, Dividends Income 1099-INT, 1099-OID, 1099-DIV \_\_\_\_\_

Income from sales of stock or other property 1099-B, 1099-S \_\_\_\_\_

Expenses related to your investments \_\_\_\_\_

**OTHER INCOME & LOSSES**

Gambling Income \_\_\_\_\_

Jury Duty Records \_\_\_\_\_

Hobby Income and Expenses if paid through 1099-NEC or 1099-K \_\_\_\_\_

Prizes and Awards \_\_\_\_\_

Trusts \_\_\_\_\_

Royalty Income 1099-Misc \_\_\_\_\_

Record of Alimony Paid or Received with ex-spouse's name and SS Number if pre 2019 award \_\_\_\_\_

1099-C Cancellation of Debt \_\_\_\_\_

**DEDUCTIONS**

Home Ownership –

Mortgage Interest Statement Form 1098 \_\_\_\_\_

Real Estate and Personal Property Taxes \_\_\_\_\_

Receipts for Energy Savings Home Improvements \_\_\_\_\_

**Cash Donations** \_\_\_\_\_

Recorded Non-Cash Charitable Donations \_\_\_\_\_

Log Miles Driven for Charitable or Medical Purposes \_\_\_\_\_

Medical Expenses –

Amounts paid for any non-employer paid Healthcare Insurance and co-pays to Doctors, Dentists and Hospitals \_\_\_\_\_

Form 1095-A if you enrolled in an insurance plan through the Marketplace \_\_\_\_\_

Amounts Paid to a Flexible Spending Account \_\_\_\_\_

Educational Expenses –

Form 1098-T from educational institutions \_\_\_\_\_

Receipts that itemize qualified educational expenses \_\_\_\_\_

Records of any scholarships you received \_\_\_\_\_

Form 1098-E if you paid student loan interest \_\_\_\_\_

**K-12 Educator Expenses –Received amounts** \_\_\_\_\_

Other Savings Accounts –

Form 5498-SA HSA contributions \_\_\_\_\_

Form 1099-SA HSA reimbursements \_\_\_\_\_

Form 5498 IRA contributions \_\_\_\_\_

1099-LTC Long Term Care Reimbursements \_\_\_\_\_

Miscellaneous

Adoption Costs \_\_\_\_\_

Employee Business Expenses including union dues, uniforms, supplies, seminars, continuing education, publications, travel etc. \_\_\_\_\_

**Estimated Tax payments or prior year refund applied**

Date	Federal	State	Local
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

