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### **List of items needed to prepare 1040 tax return:**

- Driver's License or other form of ID for verification per IRS and State requirements!
- For 2020 – Amount you received for your Economic Impact Payment – Stimulus \$\$.
- Health insurance verification – 1095- A, B or C Forms from employer or government agency. **NJ now requires proof to avoid penalties!**
- **School record or medical record showing address for all dependent children.**
- **Birth Certificate for any child born in 2020. You don't need to bring birth certificates if we already have copies of them!**
- W-2 for wages
- 1099 interest statements
- 1099 dividend statements (if you own stock)
- Any other miscellaneous income, such as:
  - Refunds from NJ
  - Homestead Rebate
  - **Unemployment – Need 1099-G from New Jersey website**
  - Gambling winnings
- Sale of Stocks – need date purchased, amount paid, sale date and gross proceeds from sale of stock. (Please provide all 1099-B Statements and Brokerage statements)
- 1099-R for Pension and IRA withdrawals
- Value of any IRAs at the end of the tax year
- Education/Tuition: must have 1098-T from educational institution and proof of payment (**cancelled checks or listing from school showing actual payments received**).
- Medical expenses:
  - Doctors, dentist, RX
  - Medical insurance premiums including Long Term Care insurance

- Real Estate taxes paid on your principal residence and any other property you own
- Interest paid on mortgage for your home and any equity loan interest paid – also need the outstanding principal balance at year end.
- Contributions paid to church and other charities – must have receipts!!
- Donations of non-cash items, such as clothing, bring list of items and any letters received from organizations as proof of contribution.
- Sales tax paid on purchase of any vehicles, boats, etc. during the year.
- Out of state purchases made during year for Use Tax for New Jersey
- Rental property, if any:
  - Rental income received
  - Mortgage interest and taxes paid
  - Homeowners insurance
  - Repairs – need detailed list
  - Utilities
  - NJ Business Registration Certificates for all sub-contractors used (**MUST ISSUE 1099s by 01/31/2020**)
- For self-employed individuals, please bring all 1099s received, a list of income for the year, copies of your business bank statements, and a list of expenses for business for year, including:
  - Insurance, advertising, office expenses, postage, etc.
  - Car expenses – mileage for year plus mileage for personal and business use, as well as, actual auto expenses. Must maintain a log for deduction.
  - Travel for seminars, hotels, etc.
  - Assets purchased for business including computers and related equipment – specifically need date purchased and exact amount paid – if financed or leased please bring contracts.
  - Any other unusual items specific to your type of business

***Although most taxpayers under the new TCJA regulations use a standard deduction, New Jersey allows medical deductions and real estate taxes paid! Please include these items in your documentation.***