What Do I Need For My Taxes?

One of the best ways to prepare and organize your paperwork is to pull out last years tax return packet to refresh & review everything from last year. Next, gather all the documents you receive, including anything labeled "Important Tax Information", and review them for accuracy before bringing them to Sonrise. Then, visit **sonrisetax.com** and review our **"Resources"** page for the most up to date information. Lastly, print & complete our Tax Organizer to make sure you don't miss anything! The best way to get a complete & accurate tax return filed by Sonrise in an efficient & timely manner is to provide your completed Tax Organizer & ALL your gathered documents, forms & materials in one visit!

The "IRS encourages everyone to have all necessary information in hand to make sure they file a complete and accurate return. Having an accurate tax return can avoid processing delays, refund delays and later IRS notices". As a reminder "By law, IRS can't issue Earned Income Tax Credit (EITC) or Advanced Child Tax Credit (ACTC) refunds before mid-February. This includes your entire refund, not just the part that's related to the credit you claimed on your tax return. Additionally, IRS cautions taxpayers NOT to count on getting their refund by a certain date to make major purchases or pay bills. Even though the IRS issues most refunds in less than 21 days, it's possible your tax return may require additional review and take longer.

What Forms or Things Should I Bring ????

If you have an Identity Protection (IP) PIN - Please provide the CP01A Notice IRS sent you in the mail.
If you have ANY digital currency, assets or EFT's bring paperwork detailing any purchases or sales!
If you have Health Insurance through PENNIE - You must provide us with your 1095-A to complete your taxes!
If you have a Health Savings Account (HSA) be sure to print out any 1099-SA or 5498-SA Forms from your portal/acct.
If you donated any portion of your IRA RMD (Required Minimum Distribution) directly to charity please make us aware!
If you or a dependent student has college tuition-You must provide Form 1098-T or a payment transcript (check online!)
If you have student loan interest-please provide the amount & any Form 1098-E's (print them from your online account!)

We always advise clients to directly deposit any tax refunds into their bank account & we strongly encourage ALL clients to have any tax owed directly debited from their bank accounts due to USPS delays & concerns!

Completing a Tax Organizer saves you time at check in.

<u>All New Clients</u> must provide a copy of last year's tax return, a copy of SS cards for everyone on the tax return, and a driver's license for all adults. Please bring these items when you provide your tax documents.

- Wage Documents: W-2 and 1099-MISC/1099-NEC forms
- Health Insurance Doc's Including <u>1095-A</u>, B, C
- Investment Income: 1099-INT, 1099-DIV & 1099-B forms
- HSA Policy (If you have one) 1099-SA / 5498-SA
- Purchase Date & Price for Stocks Bought & Sold
- College tuition payment record & any <u>1098-T</u> forms
- Unemployment Statement: UC-1099G & PUA-1099G
- Student Loan Interest and any 1098-E forms
- Retirement, Pension, & Annuity Income: 1099-R forms
- Educational or work-related expenses (See Organizer)
- Social Security Statement: 1099-SSA
- Child care expense-Name, Address & ID# of Provider
- Gambling/Lottery/Prize Winnings & Losses: W-2G
- Alimony Income/Paid Record (Need date of Divorce)
- Foreclosure/Cancellation of Debt: 1099-A and/or 1099-C
- Settlement Sheets--Purchase or Refi of ANY Property
- Estate or Partnership Income: Schedule K-1
- Mortgage/Home Eq/LOC Interest: 1098 form(s)
- Business, Farm, & Rental Income Docs-see below
- Real Estate Taxes (MUST be stamped paid for Rebate!)
- 1099-K for Internet or Credit Card Sales
- Charitable Contribution Summary/Receipts
- Other Misc Inc. (Jury Duty, Hobby, etc): 1099-MISC/1099-NEC
- Your Estimated Payment Records/Envelope for tax year
- Blank/VOIDED Check (for Direct Deposit/Debit information)
- Estimated Tax Vouchers - State & Local

Any New Dependents? Please provide Social Security Card and Birth Certificate!
Military Personnel? Military Orders are needed for all Active Duty
Operate Your Own Business? Provide Total Income received for sales and/or services; Expenses Subtotaled by Category; Health Insurance Premiums for Private/Self-Employed Plans (1095-A if insurance through **<u>pennie.com</u>**), List overall mileage & business mileage for any vehicle used for business. For large items (depreciable) we need cost, purchase date, & description.
Independent Agents/Distributors of Larger Companies? (Ex: Mary Kay, Thirty-One, Avon, etc.)
Please provide us with the total of all money YOU received through the business (commissions & customer payments) and the expenses that you actually paid by cash, check, or credit card. Keep it simple!
Landlords, Farmers, Business Owners, Day Care Providers? Visit **<u>SONRISETAX.COM/RESOURCES</u>** for additional resources that may help you stay organized and find a few extra deductions!