

## 2021 TAX INFORMATION AND QUESTIONNAIRE

*This organizer/questionnaire is not all inclusive and does not cover all possible tax issues related to your tax reporting responsibilities.  
(And I am sorry it's long and time consuming, believe me, I wish for the simpler days too - but I don't make the rules)*

Your Printed Name \_\_\_\_\_ Spouse Printed Name(if applicable) \_\_\_\_\_

**Please mark YES or NO, and if yes, provide the needed documentation:**

YES      NO

\_\_\_\_    \_\_\_\_    Did any births, adoptions, marriages, divorces, or deaths occur in your family since last year? *If your spouse passed away during 2021, please let us know. There are complex issues surrounding beneficiary, trust, estate, and income tax filing requirements.*

\_\_\_\_    \_\_\_\_    Did you purchase or sell your principal residence or did your address change? Did you refinance any real estate loans, if so provide re-fi closing docs. Provide all 1098 Mortgage Interest statements w/real estate taxes paid.

\_\_\_\_    \_\_\_\_    Are you/spouse being claimed (or are eligible to be claimed) as a dependent on anyone else's return?

\_\_\_\_    \_\_\_\_    Are you between ages 18-24, working and/or going to college? (provide W2 & 1098-T from the college)

\_\_\_\_    \_\_\_\_    Were you/spouse in the military or National Guard? Are you receiving military retirement? (W2/1099R)

\_\_\_\_    \_\_\_\_    Have you/spouse been an identity theft victim and assigned an identity theft protection six-digit PIN by the IRS? You must provide the yearly letter showing your 2021 PIN.

\_\_\_\_    \_\_\_\_    Did you receive ADVANCED payments for the child tax credit? These were issued between July-December of 2021 based on children under age 18. You must provide the letter 6419 the IRS sent you in Jan of 2022

\_\_\_\_    \_\_\_\_    If you received the March 2021 stimulus payment, please provide the letter 6475 the IRS sent you in Jan 2022 showing the amount you received. We are required to reconcile that on the 2021 return.

\_\_\_\_    \_\_\_\_    Are you/spouse claiming dependents for 2021? If so list name, date of birth, where the dependent lived, & estimated dependent income. Note: *"Joint custody" is not a determining factor for reflecting a child as a tax dependent.*

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*Provide additional dependent info on another page please*

\_\_\_\_    \_\_\_\_    Did you or a member of your family have health insurance coverage which was obtained through the Marketplace, aka "Obamacare"? You must provide the 1095A. (Healthcare.gov)

\_\_\_\_    \_\_\_\_    If you/spouse worked for an employer, please provide ALL W-2 wages statements for 2021 year.

\_\_\_\_    \_\_\_\_    If you/spouse are Self-Employed, as a sole proprietor or single member LLC; provide ALL 1099-NEC, 1099-K, etc forms. Also, you must provide a Profit and Loss showing all gross income and operating expenses for the year of 2021. *This includes any GIG Economy reporting (Uber/Lyft/AirBnB/Ebay/Etsy/etc - sales exceeding \$600).*

\_\_\_ \_\_\_ Did you/spouse start or acquire a new business? Did you sell any part of an existing business, or sell business assets/equipment?) Provide detail.

\_\_\_ \_\_\_ Interest income? (include form(s) 1099-INT). Dividend income? (include form(s) 1099-DIV)?

\_\_\_ \_\_\_ Gambling income? (include form(s) W-2G). Be sure to include any gambling loss summaries.

\_\_\_ \_\_\_ Social security or Railroad Retirement benefits? (include form(s) SSA-1099 & RRB-1099)

\_\_\_ \_\_\_ Disability income? (include W-2 or 1099)

\_\_\_ \_\_\_ Unemployment compensation? (include 1099-G)

\_\_\_ \_\_\_ Alimony? How much did you receive? \_\_\_\_\_ or how much did you pay? \_\_\_\_\_ Year of Divorce \_\_\_\_\_

\_\_\_ \_\_\_ Other: Did you receive tip income NOT reported on a W2? Did you receive payments from a Long-Term Care insurance contract? Did you barter/"trade" your services for goods or services from someone else? Did you cash in any U.S. savings bonds? Did you earn income from a hobby? Did you receive PPP or other COVID grant income?

\_\_\_ \_\_\_ Were you/spouse relieved of debt during 2021?(credit card/car loans/home/etc) Provide 1099-A/1099-C

\_\_\_ \_\_\_ Did you have an interest in or signature authority over a financial account in a foreign country? Were you the grantor of or transferor to a foreign trust? Did you receive income from a foreign source and/or pay taxes to a foreign government? Did you sell assets in a foreign country? Do you have Foreign investments? Please provide data.

\_\_\_ \_\_\_ Did you exchange any securities or investments? You should have received a 1099-B to reflect all brokerage account(s) activity. This includes stock options w/employer.

\_\_\_ \_\_\_ Did you buy or sell real estate for investment or personal use. Please provide closing documents of any real estate related activity. If this is a rental property, provide a summary of gross rent and operating expenses.

\_\_\_ \_\_\_ Did you exchange (1031 Like-Kind) one investment property for another? Did you invest in Opportunity Zone under the deferred gain rules related to Economic distressed zones. (residential, commercial, business QOZ)

\_\_\_ \_\_\_ Did you receive stock from a stock bonus plan with your employer? "Stock options/ISOs/ESPP". If so, did you transact a same-day sale? Please provide all details. (W2/1099B/etc)

\_\_\_ \_\_\_ Did any security/investment become worthless during 2021? Did any documented and enforceable loans you gave others become uncollectible during 2021? Provide documentation.

\_\_\_ \_\_\_ Did you sell any assets/property using the installment method? Did you receive proceeds from a prior year installment sale? (Are you carrying a note for property you sold, and buyer is making payments to you)?

\_\_\_ \_\_\_ Provide all K1s from any Partnerships/LLCs/S-corp/Trusts. Many K1s have more than just one page – provide ALL pages (front and back), including any publicly traded partnerships your investment advisor is managing.

\_\_\_ \_\_\_ Do you have a rental real estate property? Each property must be separate; Income and expenses must be assigned to each property individually. Note: Husband and Wife rentals may require a separate LLC filing.

\_\_\_ \_\_\_ Do you own a Farm (animals or crops). This is a business and requires Farm Business reporting (Schedule F), w/depreciation, possible payroll, separate business checking account, proper financials. If you are crop-sharing/pasture renting, this is also a reportable business activity that must be reported.

\_\_\_ \_\_\_ Did you receive any distributions from a retirement plan? (Include form(s) 1099-R)

\_\_\_ \_\_\_ Did you rollover (not convert) one retirement plan into another plan? (1099-R)

- \_\_\_ \_\_\_ Did you convert a traditional IRA to a Roth IRA? (1099-R)
- \_\_\_ \_\_\_ Did you/spouse contribute to an IRA, SEP, Solo 401k etc. (401k & SIMPLE IRAs should be reflected on W2)
- \_\_\_ \_\_\_ Are you withdrawing from IRAs due to age 70 ½ or age 72 rules? Did you/spouse meet your Minimum Required Distributions? Did you donate all/some of your/spouse MRD directly to a qualified non-profit (QCD)? (provide 1099R and donation letter or receipt).
- \_\_\_ \_\_\_ Did you receive a distribution from an HSA (provide 1099-SA) Did you contribute to an HSA?
- \_\_\_ \_\_\_ Did you pay expenses for the care of your child or other dependent so you could work? Provide name, address SS# or EIN of daycare provider(s) and what you paid during the year.
- \_\_\_ \_\_\_ Did you purchase a 'clean fuel' or electric hybrid vehicle in 2021? Provide full purchase receipt with VIN.
- \_\_\_ \_\_\_ Did you make energy efficient improvements to your home or purchase any energy-saving property during 2021? Provide receipts. Did you install solar panels, etc or do you have prior year solar credits?
- \_\_\_ \_\_\_ Did you make payments on a student loan? (1099-E)? Was the loan on deferment?
- \_\_\_ \_\_\_ Did anyone in your household attend college/paying tuition. Provide 1098T & books/supplies receipts
- \_\_\_ \_\_\_ Did you make charitable donations to churches/schools/food bank/etc? Provide receipts.
- \_\_\_ \_\_\_ Did you provide any NON-cash donations to a qualified non-profit? Provide receipt and detail.
- \_\_\_ \_\_\_ Did you make any Estimated tax payments for the tax year of 2021? (1040ES payments)  
 Amount \$ \_\_\_ 4/15/21, Amount \$ \_\_\_ 6/15/21, Amount \$ \_\_\_ 9/15/21, Amount \$ \_\_\_ 01/15/22.
- List any estimated payments to any states during 2021 (or Jan '22) for 2021? \_\_\_\_\_
- \_\_\_ \_\_\_ Did you/spouse make a gift of more than \$15,000 to any one person in 2021?
- \_\_\_ \_\_\_ Did you/spouse pay for a household employee? (*in-home Nanny or Housekeeper*) How did you pay them?
- \_\_\_ \_\_\_ Did you/spouse adopt a child in 2021? (Or do you have Adoption credits from prior years)?
- \_\_\_ \_\_\_ Did you/spouse claim a First-time Homebuyer Credit in 2008? Did you sell that home in 2021?
- \_\_\_ \_\_\_ Do you want your refund(s) directly deposited? If so, we must have a voided check-or you must provide the bank name \_\_\_\_\_ routing number \_\_\_\_\_ account number \_\_\_\_\_

**PLEASE CHECK THE WEBSITE FOR HELPFUL INFORMATION AND MORE TAX ORGANIZERS**  
**[www.mytaxladyrocks.com](http://www.mytaxladyrocks.com)**

**NOTE:** Tax law changes included in the recently passed Infrastructure Bill, require the following notice and question to be included. Congress and the IRS have increased efforts to track the activity involving Cryptocurrency. You are required to disclose all activity, and you may be subject to Foreign Asset reporting if you hold foreign cryptocurrency. There are very specific and NEW reporting requirements surrounding the reporting and taxation of virtual currency.

\_\_\_ \_\_\_ Did you receive, sell, send, exchange, or otherwise acquire any financial interest in any virtual currency? This is a question about Cryptocurrency, NFT, "bitcoin", etc. If your investment is in a Crypto mutual fund, you will receive a 1099 from your fund manager. Otherwise, you should have proper reports showing EACH buy and sale. *In addition to just reporting the existence of the account, each individual transaction must be individually reported. For example: if you use a crypto currency to buy a cup of coffee, we must report that transaction individually on your return!* Activities included in the Crypto-currency arena: 1) Selling (Converting) crypto to US Dollars 2) Trading one crypto for another 3) Spending crypto directly for goods or services 4) Mining crypto from your own computers 5) Staking or lending crypto and receiving payment in crypto or dollars 6) Receiving Airdrop crypto 7) Getting paid in crypto