

# Assured Tax

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One Block east of Price Rd, (Pima 101 freeway) - just south of  
 Baseline Road, behind "J'z" convenience store.

## 2015 INCOME TAX WORKSHEET



Things to bring for your appointment:

- \* Last year's tax returns (**new client only**)
- \* All wage and earning statements (W-2's and 1099's)
- \* Federal & State form booklets (**only if you get them**)

Did you -

- >> Make any energy efficient improvements to your house?
- >> Get a 1<sup>st</sup> time homebuyer credit & sold the house?
- >> Sell stock that you don't know the basis?
- >> Pay a large amt of sales tax (car, motor home, etc?)
- >> Pay college tuition for yourself or a dependent?
- >> Help support anyone?
- >> Any forgiven debt on your home or credit cards?

>> Have childcare expenses? Amount \$ \_\_\_\_\_

Name / Address / EIN (or SSN) of care provider:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

...Contribute to an IRA?                      Filer      Spouse  
 IRA before year-end                      \_\_\_\_\_      \_\_\_\_\_  
 IRA after year-end                          \_\_\_\_\_      \_\_\_\_\_

### **PERSONAL DATA** (new client, only)

Taxpayer (name, SS#, Birth date)

\_\_\_\_\_

Spouse

\_\_\_\_\_

Address

\_\_\_\_\_

EMAIL:

\_\_\_\_\_

Home/Wk Phone \_\_\_\_\_

Children & Dependents  
 (Name, SS#, Birth date)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **ESTIMATED TAXES PAID** (canceled checks)

1<sup>st</sup> Quarter - Due April 15, 2015                      \_\_\_\_\_  
 2<sup>nd</sup> Quarter - Due June 15, 2015                      \_\_\_\_\_  
 3<sup>rd</sup> Quarter - Due September 15, 2015                      \_\_\_\_\_  
 4<sup>th</sup> Quarter - Due January 15, 2016                      \_\_\_\_\_

### **WAGE INFORMATION FROM W-2's**

(Have W-2's and the last paystubs for the year)

### **INTEREST / DIVIDEND INCOME**

(Have statements available)

Non-taxable \_\_\_\_\_  
 US Gov't \_\_\_\_\_  
 Seller Mortgage \_\_\_\_\_  
 \_\_\_\_\_

### **CAPITAL GAINS** (have 1099-B's available)

Stocks & Mutual Funds:

**We need the Purchase & Sale Dates, costs and sale proceeds**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **OTHER INCOME** (all sources including non-taxable)

STATE TAX REFUNDS \_\_\_\_\_  
 ALIMONY (not child support) \_\_\_\_\_  
 UNEMPLOYMENT \_\_\_\_\_  
 SOCIAL SECURITY \_\_\_\_\_  
 PENSIONS (1099-R) \_\_\_\_\_  
 BARTER INCOME \_\_\_\_\_  
 TIPS & GRATUITIES \_\_\_\_\_  
 PARTNERSHIPS (provide K-1's) \_\_\_\_\_  
 IRA DISTRIBUTIONS (1099-R) \_\_\_\_\_

Rental Income & Expenses – use Rental worksheet for income,  
 taxes, utilities, interest, insurance, repairs and supplies

### **MEDICAL EXPENSES**

**Health Insurance Premiums paid by you – NOT pretax  
 payments via your paychecks or HSA** \_\_\_\_\_

Prescriptions paid by you \$ \_\_\_\_\_  
 Doctor / Dentist co-payments & deductibles:

\_\_\_\_\_

\_\_\_\_\_

Glasses, Hearing Aids, Medical Devices (include their care &  
 maintenance) \_\_\_\_\_

Lab and X-ray (not included above) \_\_\_\_\_

Equipment/Supplies/Rentals \_\_\_\_\_

Auto Travel for Medical Purposes \_\_\_\_\_ miles

Other medical travel (Ambulance) \_\_\_\_\_

Other Medical Expenses \_\_\_\_\_

Doctor prescribed weight loss or smoking cessation program?

Were any of these listed items reimbursed by insurance?

\$ \_\_\_\_\_

**TAXES PAID**

Real Estate Tax Home / Land \_\_\_\_\_  
Sales Tax on RV, Auto & large ticket items \_\_\_\_\_  
State Income Tax paid on prior year's return \_\_\_\_\_  
Vehicle Lieu Tax (auto registrations) \_\_\_\_\_

**INTEREST PAID**

Home Mortgage 1<sup>st</sup> \_\_\_\_\_  
2<sup>nd</sup> mortgage (pool, etc.) \_\_\_\_\_  
Mortgage paid to individual? \_\_\_\_\_  
Name / Address / EIN \_\_\_\_\_

**Home Equity Loans**

Investment Interest paid \_\_\_\_\_

**CONTRIBUTIONS**

**Receipts, cancelled checks or other statements needed!!**  
Church / Heart Assn / Scouts / Other Charitable Organizations:

\_\_\_\_\_  
\_\_\_\_\_

If contribution to one organization is \$3,000 or more:  
List name \_\_\_\_\_ \$ \_\_\_\_\_

Expenses in connection with a charitable organization  
\$ \_\_\_\_\_ explain: \_\_\_\_\_  
Travel for charitable purposes \_\_\_\_\_

Value of goods contributed (fair market value) \$ \_\_\_\_\_  
*(Detailed statements required if over \$500)*

**MISCELLANEOUS**

Safety Deposit Box \_\_\_\_\_  
Attorney fees (protect inc.) \_\_\_\_\_  
IRA / Investment fees \_\_\_\_\_  
Investment magazines \_\_\_\_\_  
Investment Fees \_\_\_\_\_  
Tax preparation fees \_\_\_\_\_  
Tax preparation travel \_\_\_\_\_

Lottery / Casino Losses (can't exceed winnings)  
Credit Card convenience fees if used to pay income tax  
Estate Fees (certain types)

**Work Expenses**

Union/Professional Dues \_\_\_\_\_  
Tools/Supplies/Equip \_\_\_\_\_  
Work related licenses/fees \_\_\_\_\_  
Uniforms-buy/clean/repair \_\_\_\_\_  
Trade Publications \_\_\_\_\_  
Travel for employer \_\_\_\_\_  
Communication Expenses \_\_\_\_\_  
Teacher's classroom expenses \_\_\_\_\_  
National Guard / Reservist expenses \_\_\_\_\_

Job seeking expenses:  
Travel / Agency / Resume \_\_\_\_\_  
Other \_\_\_\_\_

**Employee Education Expenses**

Tuition/Fees \_\_\_\_\_  
Books & Supplies \_\_\_\_\_  
Parking \_\_\_\_\_  
Other \_\_\_\_\_

**Ordinary & Necessary Business Expenses**

Quiet Business Meals \_\_\_\_\_  
Entertainment \_\_\_\_\_  
Business Gifts \_\_\_\_\_  
Other \_\_\_\_\_

**(ALL EXPENSES MUST BE ORDINARY FOR YOUR JOB NECESSARY FOR YOUR EMPLOYMENT TO QUALIFY)**

**PLEASE CHECK THE WEBSITE FOR OCCUPATION AND INCOME SPECIFIC WORKSHEETS:**

>> LAW ENFORCEMENT, FIRE, REAL ESTATE SALES

>> RENTAL INCOME, TRAVEL & MILEAGE DOCUMENTS

**QUESTIONS??**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**We gladly accept Visa and MasterCard!**



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**Mesa, AZ 85202-6357**

[www.assuredtax.com](http://www.assuredtax.com)