

2023
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 Ledger _____

 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
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

