



Documents you need to file taxes.

The <u>documents you'll need for tax prep</u> depend on your particular situation. As a rule of thumb, have handy your W-2s, 1099s, receipts, canceled checks, and other documents that support any income, deductions, or credits on your return. Here's a checklist to consider.

Personal information



- ☐ Social Security number or tax ID number
- Spouse's full name, Social Security number or tax ID number, and date of birth
- Identity protection PIN (if the IRS has issued one to you, your spouse, or your dependent)
- Routing and account numbers to receive your refund by direct deposit or to pay your balance due (if you choose)

Dependent(s) information



- Dates of birth and Social Security numbers or tax
 ID numbers
- Child-care records (including the provider's tax ID number), if applicable
- Income of dependents and other adults in your home
- Form 8332 showing that the child's custodial parent is releasing their right to claim a child to you, the noncustodial parent (if applicable)

1



Rental income

	Records of income and expenses		
	Rental asset information (cost, date placed in service, etc.) for depreciation		
	Record of estimated tax payments made (Form 1040-ES)		
Retirement income			
	Pension, IRA, or annuity income (1099-R)		
	Traditional IRA basis (e.g., amounts you contributed to the IRA that were already taxed)		
	Social Security or RRB income: SSA-1099, RRB-1099		
Savings and investments or dividends			
	Interest, dividend income (1099-INT, 1099-OID, 1099-DIV)		
	Income from sales of stock or other property (1099-B, 1099-S)		
	Dates of acquisition and records of your cost or other basis in property you sold (if basis is not reported on 1099-B)		
	Health Savings Account (HSA) and long-term care reimbursements (1099-SA or 1099-LTC)		
	Expenses related to your investments		
	Record of estimated tax payments made (Form 1040-ES)		

☐ Transactions involving cryptocurrency

Employed		
Form W-2		
Unemployed		
Unemployment (1099-G)		
Self-employed		
Forms 1099, Schedules K-1, income records to verify amounts not reported on 1099-MISC or 1099-NEC		
 Records of all expenses — check registers, credit card statements, and receipts 		
Business-use asset information (cost, date placed in service, etc.) for depreciation		
☐ Home office information, if applicable		
Record of estimated tax payments made (Form 1040-ES)		
Other income and losses		
Payment card and third-party network transactions (1099-K)		
Gambling income (W-2G or records showing income, as well as expense records)		
☐ Jury duty records		
Hobby income and expenses		
Prizes and awards		
Trust income		
Royalty income (1099-MISC)		
Any other 1099s received		
Record of alimony paid or received with ex-spouse's name and SSN		
State tax refund		



Homeownership			
Forms 1098 or other mortgage interest statements			
Real estate and personal property tax records			
Receipts for energy-saving home improvements (e.g., solar panels, solar water heater)			
All other 1098 series forms			
Charitable donations			
Cash amounts donated to houses of worship, schools, or other charitable organizations			
Records of non-cash charitable donations			
Amounts of miles driven for charitable or medical purposes			
Medical expenses			
Amounts paid for healthcare, insurance			
Amounts paid to doctors, dentists, and hospitals			
Amounts paid for qualified insurance premiums if paid outside of the Marketplace or an employer- provided plan			
Health insurance			

Form 1095-A if you enrolled in an insurance plan through the Marketplace

K-12 educator expenses

Receipts for classroom expenses (for educators in grades K-12)

Child-care expenses

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		Fees paid to a licensed day-care center or family day-care center for care of an infant or preschooler		
		Amounts paid to a babysitter or care provider for your child (under age 13) while you work		
		Expenses paid through a dependent care flexible spending account at work		
Educational expenses				
		Forms 1098-T from educational institutions		
		Receipts that itemize qualified educational expenses		
		Records of any scholarships or fellowships you received		
		Form 1098-E if you paid student loan interest		
	Sta	ate and local taxes		
		Amount of state and local income or sales tax paid (other than wage withholding)		
		Invoice showing amount of vehicle sales tax paid and/or personal property tax on vehicles		
Retirement and other savings				
		Form 5498-SA showing HSA contributions		
		Form 5498 showing IRA contributions		
		All other 5498 series forms (5498-QA, 5498-ESA)		
	Fe	derally declared disaster		
		Proof of city or county you lived, worked, or had property in		
		Records to support property losses (appraisal, clean-up costs, etc.)		
		Records of rebuilding or repair costs		
		Insurance reimbursements or claims to be paid		
		FEMA assistance information		