

2021

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US

**Miscellaneous Questions**

If any of the following items pertain to you or your spouse for 2021, please check the appropriate box and provide additional information if necessary.

**PERSONAL INFORMATION**

Please provide us with your current e-mail address:

\_\_\_\_\_

Yes      No

- Do we have permission to send information to your e-mail address?
- Did your marital status change during the year?
- Did your address change during the year?
- Can you be claimed as a dependent on another person's tax return for 2021?

**DEPENDENTS**

Yes      No

- Were there any changes in dependents?
- Were any of your unmarried children who might be claimed as dependents 19 years of age or older at the end of 2021?
- Did you have any children under age 19 (or children under age 24 who were full-time students) at the end of 2021, with interest and dividend income in excess of \$1,100, or total investment income in excess of \$2,200?
- If you are divorced, did any child live with you in your home for more than 6 months of the year? If so, list names of children \_\_\_\_\_  
If your child does not live in your home (other than a college student) for more than 6 months, please attach Form 8332.
- Has your dependent college student child already filed his/her tax return? If so and you are claiming your college student as a dependent, please confirm your child checked the box "someone can claim you as a dependent" on their form 1040.

**HEALTH CARE COVERAGE**

Yes      No

- Did you receive IRS document Form 1095-A (Health Insurance Marketplace Statement)? If so, please attach. We do not need any Forms 1095-B or 1095-C.

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**INCOME**

Yes      No

- Did you receive any disability income? If so, please provide all Form 1099-R's.
- Did you have any foreign income or pay any foreign taxes (apart from US Brokerage accounts)?

**PURCHASES, SALES AND DEBT**

Yes      No

- During 2021, did you start a business or farm, purchase rental or royalty property, or acquire an interest in a partnership, S corporation, trust, or REMIC?
- Did you purchase or dispose of any business assets (furniture, equipment, vehicles, real estate, etc.), or convert any personal assets to business use?
- Did you buy or sell any stocks, bonds or other investment property in 2021?
- Did you receive, exercise or sell any employee stock options? If so, please provide the last pay stub of the year and any documents pertaining to the transaction received from your employer, along with brokerage statements showing options vested, exercised and/or sold if applicable. Please provide Form 3922 if received.
- Did you purchase, sell, or refinance your principal home or second home, or did you take out a home equity loan? If so, please provide closing settlement sheets.
- Did you make any residential energy-efficient improvements or purchases involving geothermal or fuel cell energy sources? If so, please provide documentation.
- Did you have any debt canceled or forgiven? If so, please provide any Forms 1099-C or 1099-A, if received.
- Have you loaned money to an individual under a bona fide loan that has been deemed worthless despite reasonable and documented collection efforts?

**RETIREMENT PLANS**

Yes      No

- Did you receive a 2021 distribution from a retirement plan (401(k), IRA, SEP, SIMPLE, Qualified Plan, etc.)? If so, please provide all Form 1099-R's received.
- Did you make a 2021 contribution to a retirement plan (401(k), Roth IRA, Traditional IRA, SEP, SIMPLE, Qualified Plan, etc.)? Please provide amount and dates funded.

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- Did you transfer or rollover any amount from one retirement plan to another retirement plan? If so, please provide any Form 1099-R's received.
- Did you convert part or all of your Traditional IRA, SEP, or SIMPLE IRA to a Roth IRA in 2021? Were any rollover amounts from a "nondeductible" IRA?
- Do you want to contribute to an IRA or Roth IRA before April 15th?

**EDUCATION**

Yes    No

- Did you receive a distribution from an Education Savings Account or a Qualified Tuition Program? If so, please provide all Forms 1099-Q received.
- Did you, your spouse, or a dependent incur any tuition expenses required to attend a college, university, or vocational school? If so, please provide all Forms 1098-T received.
- Did you receive any tuition reimbursements from your employer?
- Did the student complete the first 4 years of post-secondary education before 2021?
- Did you contribute to a Section 529 education savings plan in 2021? If so, please provide the plan statement showing the beneficiary and the dates and amounts contributed.

**ITEMIZED DEDUCTIONS**

Yes    No

- Do you have long-term care insurance? If so, please provide statements showing the premiums paid.
- Did you contribute cash to any qualified charities? In 2021 you are allowed a \$300 (single filer) or a \$600 (married filing jointly) deduction even if you do not itemize. Please provide documentation for all cash contributions.
- Did you donate non-cash items (to qualified charities) with a fair market value in excess of \$500? If so, please provide the original cost of the item(s), date(s) of the donation, estimated fair market value of donation(s), and the name and address of the qualified charities receiving your donations.
- Do you own more than one home that is NOT a rental property?
- Do your mortgage balances for non rental properties exceed \$750,000?

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**ESTIMATED TAXES**

- | Yes                      | No                       |                                                                                                                                                                                                                  |
|--------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Did you make quarterly estimated tax payments? If so, please provide copies of all payments made, including dates paid, to federal and state taxing authorities.                                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Did you apply an overpayment of 2020 taxes to your 2021 estimated tax (instead of receiving a refund)?                                                                                                           |
| <input type="checkbox"/> | <input type="checkbox"/> | If you have an overpayment of 2021 taxes, do you want the excess applied to your 2022 estimated tax (instead of being refunded)?                                                                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Did you receive any federal or state tax notices changing the amount of your 2020 tax refund you applied to 2021? If so please provide copies.                                                                   |
| <input type="checkbox"/> | <input type="checkbox"/> | If you are in a refund status, would you like the refund direct deposited? If so, provide the following information:<br>Bank Routing Number _____<br>Account Number _____<br>Checking or Savings (please circle) |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you expect your 2022 taxable income/withholdings to be different from 2021?                                                                                                                                   |

**MISCELLANEOUS**

- | Yes                      | No                       |                                                                                                                                                                                                                                                                                   |
|--------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Do you want to allocate \$3 to the Presidential Election Campaign Fund?                                                                                                                                                                                                           |
| <input type="checkbox"/> | <input type="checkbox"/> | Does your spouse want to allocate \$3 to the Presidential Election Campaign Fund?                                                                                                                                                                                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | May the IRS discuss your tax return with your preparer?                                                                                                                                                                                                                           |
| <input type="checkbox"/> | <input type="checkbox"/> | Did you earn income in states other than your home state? If so, which states?                                                                                                                                                                                                    |
| <input type="checkbox"/> | <input type="checkbox"/> | Did you have an interest in or signature or other authority over a financial account in a foreign country, such as a bank account, securities account, life insurance or other financial account? If so, did the combined accounts total \$10,000 or more on any day during 2021? |
| <input type="checkbox"/> | <input type="checkbox"/> | Did you receive a distribution from, or were you the grantor of, or transferor to, a trust?                                                                                                                                                                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Was your home rented out or used for business?                                                                                                                                                                                                                                    |

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- Did you purchase items online or from out of state for which you did not pay sales tax? If so, please provide the total amount you paid in 2021, as you may owe use tax to your state of residence this year. \$ \_\_\_\_\_
- Were you a policyholder who received payments under a long-term care (LTC) insurance contract or received any accelerated death benefits from a life insurance policy? If so, please provide documentation.
- Do you have an HSA? If so, is it an individual \_\_\_\_\_ or family \_\_\_\_\_ plan. Please provide copies of all forms 1099-SA and 5498 you have received.
- Did you engage the services of any household employees (not including cleaning person, yard maintenance, etc)?
- Did you or your spouse make any gifts to an individual or trust totaling more than \$15,000?
- If you have a business, did you issue all required Forms 1099-NEC and 1099-MISC?
- Did you receive, sell, send, exchange or otherwise acquire a financial interest in virtual currency, such as cryptocurrency, bitcoin, etc.?**

Yes    No

- Has either you or your spouse's drivers license expired since your last tax return filing? If yes, please provide the new issue and expiration dates.

Name \_\_\_\_\_ Issue date \_\_\_\_\_ Expiration date \_\_\_\_\_

Name \_\_\_\_\_ Issue date \_\_\_\_\_ Expiration date \_\_\_\_\_

**CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY ACT (CARES ACT)**

Yes    No

- Did you receive a Round 3 Economic Impact (stimulus) Payment issued between March and December 2021? If so, please provide a copy of Letter 6475 received from the IRS, or other proof showing the amount and date received.
- Did your business receive a PPP loan and has it been forgiven? If so, please provide details.
- Did you receive an Advance Child Tax Credit payment? If so, please provide a copy of Letter 6419 received from the IRS (mailed beginning in late December 2021 through January 2022) showing the amount received and the number of qualifying children used to calculate the advance.

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Under current law, we need your permission in writing to speak to you about financial instruments designed to reduce your current tax (such as IRAs, SEP IRA's, etc). We do not sell any financial instruments, but we would like to be able to discuss with you these types of items in a tax planning capacity.

Yes No

We (I), give Zaffore Ruane CPAs PC our (my) permission to speak to us (me) regarding financial instruments designed to help reduce tax due for the 2021 tax year.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**We (I) hereby acknowledge answering the foregoing questions truthfully and to the best of our (my) knowledge.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

We must have a signed copy of this form before we can start preparation of your tax return.

Please contact our office if you