Annual Worksheet Tax Year 2025 -

Please complete all information that applies to you. One worksheet per return. If you file schedule "A" (Itemized Deductions, the "Long Form") complete page 3 also. Send your documents by fax, e-mail, or 24/7 drop off. I don't ask you for info I have - if it's blank and it applies to you, fill it out. And the correct answer is NEVER "same as last year".

1) Your Name:______________________ Spouse's last name if different ______________

Best Contact Number: _________________________ Latest time I can call: __________

2) Current County of Residence - _______________________ State (if not CA) - ____

3) Identity Protection PIN (if you applied for one) - Taxpayer ________ Spouse _________

4) **Change** of address? If so, list updated information here below.

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5) Live in multiple states? List state and months resident (example - Apr-Jul) in each

_______ from ____-____ / _______ from ____-____ / _______ from ____-____

6) **Change** of dependents? If adding, provide name, SSN, birthdate and relationship

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7) Health Savings Account (HSA)? Contributions $ _______ Distributions $ ________

8) Preschool or Child Care Providers? Provide (1) NAME, (2) ADDRESS, (3) PHONE, (4) AMOUNT PAID, and (5) EIN or SSN, NOT the license #) ___________________

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(If your employer paid care benefits list amount from W-2 Box 10 here - $ ___________

9) Attend College? (you OR your dependents) - Specify cost of books only $ _________ and send form 1098-T. **No form, no credit** - best to download it from the school web site.

10) Enrolled in subsidized health insurance? Provide your form 1095-A (but **not** 'B' or 'C')

11) Are you self-employed? List amount spent on health insurance here $ __________

12) Educator? - Thank you! - and amount spent on your classroom supplies $ __________

13) Alimony (NOT child support) - amount received $ ________ or paid $ __________

14) ***Energy Efficiency*** Home Improvements? Solar $ ________ Other $ __________

15) Purchase an APPROVED EV vehicle? - Make, Model, Year ___________________

(and e-mail this information along with the VIN - in text format, no pictures - to stacyspink@sbcglobal.net)

16) Sell real property of any kind? Provide the closing statement (2-3 pages max)

Annual Client Worksheet - Page 2 of 3

17) Make estimated payments using 1040-ES / 540-ES payment coupons? - List here:

Fed 1040-ES (1) $________ (2) $________ (3) $________ (4) $________

State 540-ES (1) $________ (2) $________ (3) $________ (4) $________

This is **Not** W2 Info!

18) Filing Method - ( ) Electronic or ( ) U.S. Mail

19) Refund Method - ( ) Check or ( ) Direct Deposit

Routing # (9 digits) __________________ Account # __________________________

(**NOTE** - bank information is erased after transmission and does **NOT** carry forward year to year)

Account Type - ( ) Checking ( ) Savings ( ) Foreign - Offshore

20) Qualified Overtime - $ _________ 21) Qualified Vehicle Interest - $ __________

22) Qualified Tip Income - $ _________

☐ ~~Check here if you want my fees taken from your refund. Be informed that SBTPG (the company that provides this service) will charge you $25. You MUST use e-file / direct deposit, MUST have a refund, must NOT owe money to an agency that can garnish your refund, AND must provide ID info is using this service.~~ NO LONGER AVAILABLE

ID Info - Taxpayer (CA ID or License) **NOT your SSN!**

ID Number: ____________
Issue Date: ____________
Expiration: ____________

Spouse

ID Number: ____________
Issue Date: ____________
Expiration: ____________

20) Do you want to:

( ) schedule an appointment in our office when your taxes are ready

( ) schedule a telephone interview and have your tax returns mailed to you ($5 extra)

P.S. I will call when it is less busy - sorry, I cannot schedule those times...

21) You did it! Send us the front and back of this form - e-mail, fax, mail, or drop off - along with your tax documents, and we'll get started on your tax return within 24 hours. Drop-Off Or Mail (no need to call ahead) - 4266 Gem Avenue, Castro Valley, CA 94546 Fax: 510-583-0555 E-Mail: stacyspink@sbcglobal.net. **If sending by e-mail, use a scanner app and send a PDF file - JPG's are too messy and hard to read.** If you itemize deductions (use Schedule "A", AKA the "Long Form") be sure to complete and send us Annual Client Worksheet Page 3 as well. Keep going!

Annual Client Worksheet - Page 3 of 3

(complete this page **only** if you do the long form - Schedule "A" - and itemize deductions)

21) Purchase any vehicles? Sales tax(es) paid on purchase: ________________

22) DMV renewal fees paid for each vehicle, list amounts individually, just the amounts:

(1) $________ (2) $ ________ (3) $ ________ (4) $ ________ (5) $ ________

(6) $________ (7) $ ________ (8) $ ________ (9) $ ________ (10) ________

23) If your medical expenses exceed 7.5% of your income, list the following expenses:

Prescription Drugs	$ __________	Vision / Hearing Aids	$__________
Hospital Bills	$ __________	Medical Supplies	$ __________
Doctors / Dentist	$ __________	Health Insurance	$ __________
LTC / In-Home Care	$ __________	Travel Miles _____ or	$ __________

(pre-tax deductions from paychecks are NOT deductible insurance payments)

24) Charity - by cash or check - list **NAME** of organization and **AMOUNT** donated:

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____ Travel Miles: ______

25) Charity - property donations - list **NAME** of organization, **DESCRIPTION** of items donated, and **GARAGE SALE VALUE** of items donated. If total value of all items exceeds $500, you must furnish appraisals, pictures, purchase receipts, or proof of value.

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(low $ cash donations / high $ property donation are a red flag - be realistic in this area)

26) Property Taxes Non-Rental Property - If paid from escrow, list amount from form 1098 here $ ___________. Otherwise, list payments you made during the calendar year

This is NOT 1098 Mortgage Interest Box 1 - This is PROPERTY TAXES ONLY! Not Mortgage Interest!
And unless you pay both installments at the same time amounts change mid-year and are NEVER the same!

(1) $ ___________ (2) $ ___________ (3) $ ___________ (4) $ ___________

Taxes paid on vacant land or vacation property $ _________ $ __________ $ _________

27) If your home loan balance is over $750K list total balance $ ____________