Annual Worksheet Tax Year 2022 - Page 1 of 3

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

____

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

________ from ____-____ / ________ from ____-____ / ________ from ____-____

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

____

____

6) HSA Distributions (amount spent) if **NOT** reported on form 1099-HSA $ __________

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

¦ ____ ¦

¦ ____ ¦

¦ ____ ¦

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

8) 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....

9) Enrolled in government subsidized health insurance plan? Provide your form 1095-A

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

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

12) Alimony (NOT child support) - amount received $ _________ or paid $ __________

13) *Energy Efficiency* Home Improvements? ☐ Solar ? ☐ - amount spent $ __________

14) Purchase a new EV vehicle? - Make, Model, Year ______________________________

15) Sell real property of any kind? Provide HUD-1 closing statement (2-3 pages max)

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

Fed 1040-ES	(1) $________	(2) $________	(3) $________	(4) $________	This is **Not** W2 Info!
State 540-ES	(1) $________	(2) $________	(3) $________	(4) $________	

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

Identity Protection PIN (if you applied for one) - Taxpayer ___________ Spouse ___________

☐ 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.

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

ID Number: _____________
Issue Date: _____________
Expiration: _____________

Spouse

ID Number: _____________
Issue Date: _____________
Expiration: _____________

* ID Info - If you do not provide this info the State of CA may hold or delay your refund *

14) 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...

15) 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!

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(complete this page <u>only</u> if you do the long form - Schedule "A" - and itemize deductions)

17) Purchase any vehicles? Sales tax(es) paid on purchase: ____________________________

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

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

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

19) 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	$ __________
In-Home Care	$ __________	Travel Miles _____ or	$ __________

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

20) Charity - by cash or check - list **<u>NAME</u>** of organization and **<u>AMOUNT</u>** donated:

____

____

____

21) Charity - property donations - list **<u>NAME</u>** of organization, **<u>DESCRIPTION</u>** of items donated, and **<u>GARAGE SALE VALUE</u>** 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)

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

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

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

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

23) If your home loan balance is over $750K list outstanding balance $ ______________