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Dependents and Dependent Care Worksheet

Please use this worksheet to give us dependent information for preparation of your tax returns. You do not need to complete this each year; only complete if you are new to the Watson CPA Group (yay!) or if there are changes.

Please download, open in Adobe, complete and securely upload the PDF to your client portal. Please do not email this worksheet since it contains sensitive information. You can access your client portal here-

<https://howardtaxprep.com/portal-access>

Caution: many browsers will give you the warm fuzzy that your information is being saved however when we receive it, the PDF is blank. As such, please download first and then open with Adobe, rather than using your browser.

Worksheets Available

Here is a list of our worksheets. As mentioned before, you do not have to replicate data that is available elsewhere. For example, mortgage interest and real estate taxes reported on Form 1098 do not need to be entered again with our worksheets. Let's keep life simple and easy for you; that's why you hired us.

Contact Info	Used for basic contact information
Dependents (this one)	Used for dependents and dependent care
Education	Used for education expenses, student loans, 529
Deductions	Used for moving, medical, local taxes, home, charity, IRA
Small Business	Used for LLCs and S Corps to report income and expenses
Rental Property	Used for rental property income and expenses
Auto Expenses	Used for actual expenses and mileage information
Home Office	Used for home office deductions
Property Sale	Used for reporting real estate sales, home and rental
ExPat	Used for expatriates to report foreign income, dates
Annual Questionnaire*	Used for tax questions including retirement contributions

* Everyone is strongly encouraged to review the annual questionnaire. As tax laws change from year to year, we need to ask questions to ensure you are getting the most out of your tax returns.

Person Submitting form

Your Name _____ Cell Phone _____

Primary Email _____

Tax Year _____ Date Worksheet Completed _____

Is this an update to a previously submitted worksheet? Yes No

Dependents

Children who live at your home yet file their own tax returns can create problems if each tax return is not handled properly. For example, if the child claims themselves as a dependent on their own tax return, and you attempt to do the same your tax return will be rejected. However, there might be money left on the table so-to-speak. If your child claims themselves as a dependent, it might not change their tax consequence depending on their income. Yet, this same dependent on your tax return might have a huge impact on your tax consequence- we can provide exact figures for either scenario allowing you to make an informed decision.

Child #1 Full Legal

Name Relationship _____ SSN _____
to You _____ DOB _____ Months Living At Home _____

**Child #2 Full
Legal Name**

_____ SSN _____
Relationship to You _____ DOB _____ Months Living At Home _____

**Child #3 Full
Legal Name**

_____ SSN _____
Relationship to You _____ DOB _____ Months Living At Home _____

**Child #4 Full
Legal Name**

_____ SSN _____
Relationship to You _____ DOB _____ Months Living At Home _____

**Child #5 Full
Legal Name**

_____ SSN _____
Relationship to You _____ DOB _____ Months Living At Home _____

Dependents Over Age of 15

Are any of your dependents required to file a tax return? Did any dependent earn income or receive a W-2 last year? Do you provide less than 50% of any dependent's financial support? If so, please explain-

Dependent Care

Please list the amount paid for child care and / or dependent care below. Also, if you have two or more qualifying persons requiring the same care provider, please list those separately since the amounts are associated with each dependent individually and entered separately on your tax return.

For you to deduct child care expenses for individuals such as a nanny or babysitter, that person must report the income. This can be a sticky situation. In other words, your deduction must be someone else's reported taxable income. And, both parents must work or be attending school full-time to qualify for this deduction.

Also, if you paid more than \$2,100 (recently increased for 2018 tax year) to a household employee (nanny, etc.) then you must pay payroll taxes (yuck) and file a Schedule H. Talk to us if this fits your situation.

Note: if the statement from your dependent care provider has their address, tax identification number (TIN or EIN), phone number, etc., you do not need to complete this section. You can jot down any additional information on the statement such as which dependent and if flex spending funds (FSA) was used, and send it to us directly.

Here is a blurb from **IRS Publication 503-**

Expenses for a child in nursery school, pre-school, or similar programs for children below the level of kindergarten are expenses for care. Expenses to attend kindergarten or a higher grade aren't expenses for care. However, expenses for before- or after-school care of a child in kindergarten or a higher grade may be expenses for care. Summer school and tutoring programs aren't for care.

The cost of sending your child to an overnight camp isn't considered a work-related expense. The cost of sending your child to a day camp may be a work-related expense, even if the camp specializes in a particular activity, such as computers or soccer.

Care Provider #1

Legal Name	_____	EIN/TIN	_____
Full Address	_____		
Which Dependent?	_____	Amount Paid	_____
Which Dependent?	_____	Amount Paid	_____
Which Dependent?	_____	Amount Paid	_____

Provider #2

Legal Name _____ EIN/TIN _____

Full Address _____

Which Dependent? _____ Amount Paid _____

Which Dependent? _____ Amount Paid _____

Which Dependent? _____ Amount Paid _____

Did you receive any reimbursements or use flex spending money (FSA) for payments to dependent care providers? If so, please explain-

Note: If you have an amount in Box 10 on your W-2 and that amount exceeds the amount spent on dependent care, the excess becomes taxable income to you.

Disclosure

I(We) verify that the information provided in this **Dependent and Dependent Care Worksheet** is accurate and complete. I(We) understand it is my(our) responsibility to include any and all information concerning income, deductions and other information necessary for the preparation of my (our) tax returns.

Taxpayer Signature _____ Date _____

Printed Name _____

Spouse Signature _____ Date _____

Printed Name _____

Please call or email us anytime with your questions and concerns. Seriously! You can call us and we can complete this for you over the phone, talk about the weather and share vacation ideas.

Thank you in advance, and we look forward to working with you!

Howard Tax Prep LLC