

Gavrel Financial Services

423 Mason Park Blvd. Ste B Katy, TX 77450

2024 CHECKLIST FOR TAX PREPARATION

- Address changes? Change in filing status? New spouse? Need dates of birth & SS#.
- Claiming same dependents? Are there any NEW children/dependents? Need dates of birth & SS#.
- IRS Identity Protection PIN# for taxpayer and/or spouse? We recommend requesting one if you do not have one (<https://www.irs.gov/identity-theft-fraud-scams/get-anidentity-protection-pin>)
- Any estimated tax payments attributable to tax year? Applied refund?
- W-2 forms from all employers?
- W-2G for gambling winnings? Gambling losses?
- Any childcare/dependent care expenses?
- 1099-Int, 1099-Div, 1099-B from brokerage firms/banks?
- Capital Gains/Loss sale data? (Basis and date of purchase if not on 1099-B)
- Virtual \$ holdings? (Bitcoin, Cryptocurrency, etc.)
 - When purchased? Any Sale Proceeds/Date?
- 1099-SSA for Social Security Payments received?
- 1099-R Retirement Distributions? IRA Contributions made?
- 1099-Q from Education Sav Plans/529 plans? 1098-T for tuition?
- 1099-SA for HSA distributions?
- 1099-G Unemployment Benefits?
- 1099-Misc Royalties?
- 1099-C for Credit Forgiveness...was it for your residence/student loans?
- Form 1098 from Mortgage Co. (100% of Home Equity Loans MUST BE USED FOR HOME IMPROVEMENTS/UPGRADES)
- Property tax data? (if not escrowed)
- Donations to Charity?
- Medical Exp?
- Sch C/Self-Employed Form 1099-NEC?
 - Franchise Tax Letter for LLC for St of TX Filing?
 - Any Inventory at year end
 - Records of mileage for auto expenses
 - SEP Funding
 - Cell Phone, Meals, Adv, Supplies, Office, Prof Fees, Other Exp...etc.
 - Home Office
- Rental Property? (Rent Income and Expenses)
 - If new, need Closing Summary Document
 - Franchise Tax Letter for LLC for St of TX Filing?
- Any letters/correspondence from IRS?
- Direct Deposit Info? Need bank name, account #, and routing #
- Updated Driver's License (number, issue date, expiration date)
- Proper documentation if purchased an Electric Vehicle