

- Any tax statements received at the end of the year. Common examples include:
 - W-2s
 - Bank Interest Statements (1099-INT)
 - Retirement Distribution/Rollover Statements (1099-R)
 - Social Security Benefit Statement (SSA-1099)
 - o 1099s associated with investment income:
 - Dividend Statements (1099-DIV)
 - Capital Gain/Loss Statements (1099-B)
 - Consolidated 1099 (a/k/a 1099 Composite)
 - Non-Employee Income Statements (1099-NEC)
 - Miscellaneous Income Statements (1099-MISC)
 - o K-1s
 - Proof of Health Insurance Form (1099-HC) This is specific to MA tax returns.
 - Student Loan Interest Statements (1098-E)
 - o Unemployment Income Statement (1099-G), if applicable.
- If you bought or sold real estate in 2022, please provide:
 - o Settlement Statement (HUD-1) or Closing Disclosure; and
 - o If sale, 1099-S (proceeds from real estate transaction)
- Mortgage Interest Statements (1098-MIS)
- Real Estate Taxes Paid (this is often reflected on your 1098 Mortgage Interest statement)
- Excise Taxes (paid to town/city for vehicles)
- Charitable Donations (DO NOT send receipts)
 - Please provide separate totals for CASH and NON-CASH donations
- Banking Information for Direct Deposit/Direct Debit (providing a voided check works)
 - o (1) Bank Name, (2) Routing #, (3) Account #, and (4) Checking or Savings Account?
- If you have dependent childcare expenses, we need the following information:
 - Dependent childcare (1) facility name, (2) business address, (3) Tax ID#
 - Which child expenses are for and how much paid.
- If you have self-employment income, please see suggested Schedule C organizer.
- If you have rental income from real estate, please see suggested **Schedule E organizer**.

