# Review your previous year's tax return .... To help prepare thoroughly for this year!

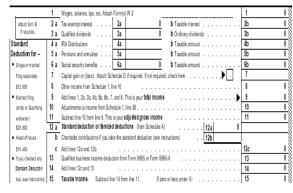
## **Filing Status:**

<b>1040</b>	Federal Income Tax Fore		2022	DMB No. 1545-0074	PREUM CRY-Do not who or stages in the space					
Filing Status Check only one box.	Single X Manfed fling k If you checked the MFS box, enter the na person is a child but not your dependent.	me of spouse.	f you ohe oked the i	Head of Househo HOH or QW box	c (HOH) Qualifying Wisow(er) (QW) center the child's name if the qualifying					
Your first name an	d middle initial	Last name Sample			Your social security number					
If joint return, spou	se's first name and middle initial	Last name Sample		Spouse's social security number						
Home address (number and sireet). If you have a P.O. box, see instructions.  Apt. no.					Presidential Election Campaign Check here if you, or your					
City, town, or post	office. If you have a foreign address, also complete	speces below. State		ZIP Code	spouse if fling jointly, want \$3 to go to this fund. Checking a how helps will not channe					
Foreign country name		Foreign province/state/county		reign posts/ code	your tax or refundYou Spous					
At any time during 2	022, did you receive, sell, send, exchange	, or otherwise acquire an	y financial interest	in any virtual ou	men ov?Y++No					
Standard Deduction	Someone can claim: You as a dependent You so a dependent Spouse itemizes on a separate mum or you were a dual-status alien									
Age / Blindness	You: Were born before January 2, 1959 Are blind Spouse: Enter spouse birthdate (in box at right). Is blind									
Dependents It more than four dependents,	(see instructions): (1) First name Last name	(2) Social security number	(3) Relations to you		(4) / If qualified for (see instructions): hild tax credit Credit for other dependent					

Has anything changed? (likely not – but be sure!)

IE, Address; death of spouse; Dependents AGE: reached age 65 this past year?

#### Income: Lines 1-15



Look first at each line you had an entry on last year ... What documentation was used;

Example line 1: how many W-2s last yr? Still apply?

Mark a small #1 on bottom of each W-2 (Line 1)

Organize this years forms with line #.

Look briefly at blank lines – any apply now?

Ie. Roth Conversion; IRA distributions, or new Soc sec.

IF you made Charitable gifts from Ira's (CRD) report total amount of gifts to CPA – keep receipts!

LINE 12: Itemize? Standard is most common.

#### Tax and Credits: Lines 16 -24



Doubtful you have any documentation for this area; it is all calculated.

Exception is if you file schedule 2 – look at it.

## Payments: Lines 25 -31



## **Estimated Payments! (line 26)**

Report to CPA *each* payment; amount and date! Also list any refund last year applied to this year.

#### Refund: Lines 34 - 36

34	If line 33 is more than	line 24, subtract line 24 from line 33. This is the amount you <b>overpaid</b>	34	0
35 a	Amount of line 34 yo	35a	0	
<b>)</b> b	Routing number	<b>▶c</b> Type: Checking Savings		
, -	Account number			
36	Amount of line 34	you want applied to your 2023 estimated tax 36 0		

If you are to get a refund, apply to next yr or receive? Make sure bank info is current! Again: Applied refund last yr to this yr? CPA should catch this – but note on line 26.

OTHER SCHEDULES: (review each line item as above and find documentation for this year)

Schedule 1. If you had outside corporate business income

Schedule A: Itemize – CPA is not a bookkeeper – organize receipts by line items on this form.

If Standard deduction was used last year; do not submit documents and receipts unless you had significant changes and believe it is likely you will qualify to itemize.

Schedule C: Business income – rental home etc. Be thorough.

Schedule D: Sold Stock? Make sure your forms report your cost basis.

**RECORD KEEPING**: Best to have all documentation either electronic; or all printed! Organize, or save each document in the order it goes on your tax return; For electronic files – use 1040 line number in name of documents. For printed documents, write 1040 line # on bottom corner.