

# Pamela Price EA Inc.

*Pamela Price EA & Associates*

*Enrolled to practice before the Internal Revenue Service*

## 2023 BASIC TAX WORKSHEET

### GENERAL INFORMATION

**PRIMARY EMAIL ADDRESS:** \_\_\_\_\_

Only **one e-mail address** may be used. This will be linked with your client portal (*pamelapriceea.securefilepro.com*).

**PRIMARY PHONE NUMBER:** \_\_\_\_\_

### ID/DRIVER'S LICENSE INFORMATION

Required Info:	TAXPAYER	SPOUSE
<b>TYPE (CIRCLE ONE):</b>	<b>ID / DRIVER'S LICENSE</b>	<b>ID / DRIVER'S LICENSE</b>
<b>NUMBER:</b>		
<b>STATE:</b>		
<b>ISSUE DATE:</b>		
<b>EXPIRATION DATE:</b>		

\_\_\_ **I have a new address.** Please write it here:

\_\_\_ **My marital status has changed.** If you're married filing a joint return, fill out ONE "Basic" worksheet together.

\_\_\_ **I have a new dependent.** Must have SS# & DOB to be claimed, and name must match Social Security card.

\_\_\_ **I made quarterly Estimated Tax Payments.** See *page 3* of this worksheet.

Please upload all income documents, completed worksheets, and other pertinent information to your secure client portal. We kindly request that you **please scan all pages into one PDF document** – and not one page at a time (*please* avoid using zip files or folders containing multiple documents). If you have more than one brokerage statement, you may upload those PDFs separately.

### **No photos or jpegs, please.**

**If you don't have a scanner,** there are many phone apps that let you easily scan multiple pages into a single PDF document – we even use them ourselves (Turboscan, TinyScanner, AdobeScan, iPhone Notes app, etc).

If need be, we will accept copies by email & mail but **please, do not send your originals** – **only send copies.**

**Keep originals for yourself as we cannot return them to you.**

**Remember:** Only submit your info once you have **all your tax documents & completed worksheets ready to go so that we receive your information at one time (not in bits & pieces).**

(Check the items that apply to you)

\_\_\_ **WAGE INCOME (Form W-2)** We need copies of all your W-2s.

\_\_\_ **INTEREST INCOME (Form 1099-INT)** We need copies of all Form 1099-INT you received.

\_\_\_ **DIVIDEND INCOME (Form 1099-DIV)** We need copies of all Form 1099-DIV you received.

# Pamela Price EA Inc.

*Pamela Price EA & Associates*

*Enrolled to practice before the Internal Revenue Service*

## **2023 ITEMS OF INCOME - page 2**

\_\_\_ **STATE REFUND FROM 2022 RETURN (Form 1099-G)**

If you wish, enter the amount here: \_\_\_\_\_

\_\_\_ **BUSINESS or FEE INCOME (Form 1099-MISC or 1099-K)**

This is income you received from performing a service, from which **no taxes were withheld**. We need copies of any 1099s you received. There are separate worksheets for expenses you may have related to this income on our website. Please **fill out one worksheet per service/business activity per person**.

Enter the total of this income here: \_\_\_\_\_

\_\_\_ **CAPITAL GAINS (Form 1099-B or 1099-S)** If you sold stock or real estate, upload your **brokerage statements** and/or closing statements concerning both the **purchase** and the **sale** of these properties to your client portal.

\_\_\_ **AMOUNT OF ALIMONY RECEIVED** \_\_\_\_\_

\_\_\_ **DISTRIBUTIONS FROM DEFERRED INCOME (Form 1099-R)** This includes IRAs, pension plans, and any distributions which were rolled over. We need copies of all Form 1099-Rs you received.

If you wish, you may enter the total here: \_\_\_\_\_

\_\_\_ **INCOME FROM RENTAL PROPERTIES. Fill out the "Rental" Worksheet on our website.**

\_\_\_ **OTHER TYPES OF RENTS OR ROYALTIES (Form 1099-MISC)** We need copies of all 1099s you received. Enter the total received here: \_\_\_\_\_

\_\_\_ **INCOME FROM K-1s: PARTNERSHIPS, S-CORPS, TRUSTS/ESTATES (Form K-1)**

If you have income from any of these, **please upload all pages (front and back) of your K-1 forms**.

\_\_\_ **UNEMPLOYMENT INSURANCE (Form 1099G)** Unemployment income from California or any other states from which you received unemployment during the year. It is 100% taxable. We need copies of all Form 1099Gs you received. Enter the total received here: \_\_\_\_\_

\_\_\_ **SOCIAL SECURITY BENEFITS (Form 1099-SSA)** We need copies of your Form 1099-SSA. It may be partially taxable. If you wish, you may enter the total here: \_\_\_\_\_

\_\_\_ **OTHER INCOME** (Gambling winnings, the Lottery (don't you wish), prizes, tips, or anything else you think **might** be taxable) List below:

<u>Type of Income</u>	<u>Amount</u>	<u>Type of Income</u>	<u>Amount</u>
_____	_____	_____	_____
_____	_____	_____	_____

### **ADJUSTMENTS TO INCOME**

\_\_\_ **IRA, KEOGH, & SEP CONTRIBUTIONS** These contributions can still be made for 2023 in most cases. IRA contributions may not be deductible. We can discuss it.

If you have already contributed, enter amounts & type here:

Self \_\_\_\_\_

Spouse \_\_\_\_\_

\_\_\_ **PENALTY ON EARLY WITHDRAWAL OF SAVINGS:** \_\_\_\_\_

\_\_\_ **ALIMONY PAID** (we'll need X's social security number): \_\_\_\_\_

# Pamela Price EA Inc.

*Pamela Price EA & Associates*

*Enrolled to practice before the Internal Revenue Service*

## 2023 ITEMIZED DEDUCTIONS - Schedule "A"

### MEDICAL & DENTAL EXPENSES: (Do not include reimbursed amounts.)

Medicine	_____	Hearing aids, batteries	_____
Insurance premiums	_____	Lab fees, x-rays	_____
Doctors, dentists, etc.	_____	Miles for medical	_____
Hospital & clinics	_____	Parking for medical	_____
Glasses	_____	Other: _____	_____

### TAXES YOU PAID:

- **State & local income taxes** (We'll pick up these amounts from your W-2s.)
- **Property taxes paid on your home** (Use the checks you wrote in 2023 to determine this, not the bill.)

**Amount:** \_\_\_\_\_

- **Property taxes paid on second home** (Ditto above) **Amount:** \_\_\_\_\_

- **Total amount paid to DMV on auto(s):** 1st car \_\_\_\_\_ 2nd car \_\_\_\_\_

### ESTIMATED TAX PAYMENTS (aka Quarterly Tax Payments)

Note: Due to our disaster status with the IRS, no estimated tax payments were due until November the 16th when all 3 of the first estimates were due.

Quarter	Date Paid	Federal Amount	State Amount
1 <sup>st</sup> 11/16/2023	_____	_____	_____
2 <sup>nd</sup> 11/16/2023	_____	_____	_____
3 <sup>rd</sup> 11/16/2023	_____	_____	_____
4 <sup>th</sup> 1/15/2024	_____	_____	_____

### INTEREST YOU PAID (Form 1098):

- **Home mortgage:** You will receive slip(s) from your lender(s). We need copies of those as well as all Form 1098s you receive.

**Paid to financial institutions:** **Amount of first:** \_\_\_\_\_

**Amount of second:** \_\_\_\_\_

**Interest on a second home:** \_\_\_\_\_

**Paid on home equity loans:** May or may not be deductible. **Amount:** \_\_\_\_\_

**Paid to individuals:** **Amount:** \_\_\_\_\_

- **Investment Interest:**

Margin interest \_\_\_\_\_ Interest on land \_\_\_\_\_

Int. on 3rd home \_\_\_\_\_ Other: \_\_\_\_\_

Interest on credit cards, personal loans, or late tax payments, is still **not** deductible.

# Pamela Price EA Inc.

Pamela Price EA & Associates

Enrolled to practice before the Internal Revenue Service

## 2023 ITEMIZED DEDUCTIONS - page 2

### CHARITABLE CONTRIBUTIONS YOU MADE:

- **Total of your cash** (includes checks/credit card) **contributions:** \_\_\_\_\_  
(Any time you write a check of \$250 or more you must have an acknowledgment of your contribution from the organization.)
- **Contributions *other than* cash:** \_\_\_\_\_  
(Non-cash contributions are usually goods donated to organizations such as Goodwill. You value them by what you would sell them for used/at a thrift store, not what you paid for them)
- **Out-of-pocket expense for charitable work:** \_\_\_\_\_
- **Number of miles you traveled for charitable work:** \_\_\_\_\_

### CASUALTY & THEFT LOSSES

- CA only, unless a Federally Declared Disaster.

### MOVING EXPENSE

- Must put you 50 miles closer to your new job into or within CA only

### MISCELLANEOUS DEDUCTIONS:

Before you fill this out, check if there is another worksheet applicable to you for these expenses.

**Do not enter amounts here *and* on another worksheet.**

Gambling losses _____	Union dues _____	Tax preparation _____	Investment expns _____
Safe deposit box _____	Job seeking exp. _____	Continuing Ed _____	Tools _____
Job supplies _____	License renewal _____	Publications _____	Uniform/cleaning _____

- If you have entries above, AND you used your car for education or business, put a check here:

### CHILD CARE:

<u>Provider's Name &amp; SSN or I.D. Number</u>	<u>Amount Paid</u>	<u>Address</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

### FOREIGN ACCOUNTS & VIRTUAL CURRENCY:

- At any time in 2023, did you have a financial interest in or signature authority over a financial account? **Check one:** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**
- At any time in 2023, did you receive, sell, send exchange, or acquire any financial interest in virtual currency? **Check one:** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**

### HEALTH INSURANCE & Form 1095-A:

\_\_\_\_ Did you and your family have health coverage for the ENTIRE year through your employer? If so, stop here.

\_\_\_\_ **Did you buy coverage through the Marketplace?** If so, we need Federal **Form 1095-A** and for **CA residents, Form FTB 3895.**

California now issues a form for those who received coverage through Covered California. You can download both Form 1095-A and Form FTB 3895 from the marketplace website as most often, these forms are NOT mailed. Login to your account on *coveredca.com* to download your forms.

\_\_\_\_ If you **did not have health insurance**, did you receive an **Exemption Certificate**? If so, we need a copy.

\_\_\_\_ If you **did not have coverage and did not apply** for an exemption, let us know as we may have more questions.