

2024 1040 PERSONAL INCOME TAX RETURN CHECKLIST

Taxpayer:

Spouse:

Name:		Name:	
SSN/ITIN:		SSN/ITIN:	
Address:		Address:	
Phone Number:		Phone Number:	
Email:		Email:	
Date of Birth:		Date of Birth:	
US Status:		US Status:	
If you have a visa, please specify your visa type.	<input type="checkbox"/> Citizen <input type="checkbox"/> Greencard <input type="checkbox"/> Visa: _____	If you have a visa, please specify your visa type.	<input type="checkbox"/> Citizen <input type="checkbox"/> Greencard <input type="checkbox"/> Visa: _____
Occupation:		Occupation:	

Preferred Filing Status:

- ☐ Single
 ☐ Married Filing Jointly
 ☐ Married Filing Separately
- ☐ Head of Household
 ☐ Qualifying Widow(er) with dependent Child

If your marital status changed during the year, please indicate the date and nature of the change:

Please provide the number of days (including vacation, partial days and non-workdays you were present in the United States during the following years:

2024: _____

Did you have a child during the year? If yes, please fill in the details below for your new dependent.

Dependent's Name (First, Middle Initial, Last)	Social Security Number or ITIN	Birth Date

Did you pay childcare expenses in 2024 for care in the United States?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If you answered yes to the above question, please provide the name of the care provider, their address, and their tax ID number (SSN or EIN) below:

Did you have a tax-free savings account (TFSA) at any time during 2024?	<input type="checkbox"/> Yes: Please enclose statements for the account for the entire year.	<input type="checkbox"/> No
Did you have a Registered Education savings account (RESP) or Disability Savings Account (DSHP) at any time during 2024?	<input type="checkbox"/> Yes: Please enclose statements for the account for the entire year.	<input type="checkbox"/> No
Do you have any non US mutual funds or other passive investments <i>not</i> held in an RRSP or other kind of registered plan (RRIF, LIRA, etc.)?	<input type="checkbox"/> Yes: Please provide the details of all transactions during the year and a year-end summary of the holdings and values.	<input type="checkbox"/> No
Were you the creator or beneficiary of any kind of trust arrangement?	<input type="checkbox"/> Yes: Please provide us details.	<input type="checkbox"/> No

During the year were you at any time, a more than 10% shareholder or a director or officer of any non US company?	<input type="checkbox"/> Yes: Please provide us details.	<input type="checkbox"/> No
Do you have any US based retirement plans - 401(k), IRA, 403(B), TIAA-CREF, etc.	<input type="checkbox"/> Yes: Please provide a yearend statement indicating the value of funds in the plan.	<input type="checkbox"/> No

Please forward any tax slips that you have received during the year.

The US government has detailed reporting requirements for US citizens concerning their financial assets outside of the US. Significant penalties can be applied for failure to comply. There are two aspects to this reporting:

1. US Treasury Department – Foreign Bank Account Reporting Form (FBAR):

- a. This form is now referred to as FINCEN report form 114. The threshold for filing this form is US\$10,000. i.e. if you have more than \$10,000 in any or all of your non-US accounts combined at any time during the year, you are required to file. This form can only be filed electronically. Details can be found at:
<http://bsaefiling.fincen.treas.gov/NoRegFBARFiler.html>

If you want us to prepare it for you, please provide us with the necessary information.

2. IRS – Form 8938:

- a. This form is part of the tax return and contains much of the same information as the FBAR but also includes financial assets owned directly. The threshold for filing is much higher. For US citizens residing outside of the USA, the threshold is \$200,000. If you are filing your own FBAR report, please provide us with a copy to use in completing this form or else indicate here that you are certain you are below the filing threshold.

- I am below the filing threshold for form 8938: _____