

DUE DILIGENCE FORM

Name: _____

Last 4 of Soc. Sec. #: _____ Tax Year: _____

Are you married? Y _____ N _____

Did you have gambling winnings last year?
Y _____ (W2-G) N _____

If married, have you lived apart from your spouse for the last 6 mo. of the year? Y _____ N _____

Will you be claiming Dependents? Y _____ N _____

Did you maintain more than half of the cost of your home?
Y _____ (HOH) N _____

Did you purchase a home last year?
Y _____ (Form 1098 / Closing Documents) N _____

Did you or anyone in your household attend an accredited College/University? Y _____ (Form 1098-T) N _____

Did you sell any property last year?
Y _____ (Form 1099-S) N _____

Did you work as an independent contractor? (Ex. Uber, Lyft)
Y _____ (Provide form 1099-NEC) N _____

Did you make energy saving improvements for your principal residence last year? Y _____ N _____

Did you receive any interest, dividend, or investment income (sold stock)?
Y _____ (Forms: 1099-B / 1099-INT / 1099-DIV) N _____

Did you collect unemployment?
Y _____ (Form 1099-G) N _____

Did you receive rents / royalty income? Y _____ N _____

Did you repay any unemployment? Y _____ N _____

Do you have a foreign bank account?
Y _____ (FBAR) N _____

Did you pay or receive alimony? Y _____ N _____

Have you received any letters from IRS or State Tax Departments? Y _____ N _____

Did you or have you ever applied for health insurance through the Market Place? Y _____ (Form 1095-A) N _____

Did you receive, sell, exchange, or dispose of any virtual currency? Y _____ N _____

Were you or have you ever been a victim of identity theft with IRS? Y _____ (If yes, provide your annual IRS PIN Letter)
N _____

Did you make estimated tax payments? Y _____ N _____

Did you receive Social Security Income?
Y _____ (Form 1099-SSA) N _____

Did you withdraw money from a pension, 401K, or 403B plan last year? Y _____ (Form 1099-R) N _____

Did you make gifts of more than \$17,000 to any one person?
Y _____ N _____

Did you contribute to a retirement account?
Y _____ N _____

Did you purchase a clean fuel or electric vehicle?
Y _____ N _____

Do you currently owe any gov't agency? Y _____ N _____

Did you make any contributions to a Health Savings Account?
Y _____ N _____

Did you start or operate a business? Y _____ N _____

Did you contribute to a NYS 529 Plan? Y _____ N _____

Did you move in the last year? Y _____ N _____

What's the amount of your 2023 STAR Check or Credit:
\$ _____

Have you lived in multiple cities within the last year?
Y _____ N _____

I acknowledge that I have provided J. Squared the above summary for the preparation of my individual tax return(s). I did not receive any influence to sign this statement against my will. I certify that the above is true and accurate to the best of my knowledge.

Signature: _____ Date: _____ Staff Initials: _____

Expires: 12/31/2024