

## 2020 Tax Organizer Questionnaire

Please answer the following questions to the best of your ability and attach all requested documents.

Incomplete
questionnaires could
mean overlooked
tax savings!

	General Infori	nati	ion
	Yes No	Org.	
Question  1 Did you positive ANV company on damps from the IDS or state	<b>*</b> * *	Page	Inclusion Reminders and Other Information
1 Did you receive ANY correspondence from the IRS or state			Include all correspondence received not previously
taxing agencies during the year?  2 Do you want to allocate \$3 to the Presidential Election Campai	on Fund:		provided to us.
For yourself?	gii Fulia.		
For your spouse?			THE PARTY OF THE P
3 If you are a California taxpayer, did both you and all members	of your		**Answer
household have minimum essential healthcare coverage in 2			Required**
4 Do you want to allocate part of your California refund to any o			Provide us with the name of charity from the list and
state designated charities (see our website for a complete list			donation dollar amount:
5 Did you know that if you fill out this questionnaire from start to		ongrats to our	You would like your winning gift card from (circle one):
F&P, CPA's will enter you into a contest to win \$50 from a		2019	Macy's, Target, Nordstrom, Starbucks, Peet's OR
your choice? (No kidding!)		winner, Aida H.! /	/ (Drawing will be held 10/31/2021)
6 Did you make a gift exceeding \$15,000 to a single individual			Provide a list of gifts made, including amount, date
during 2020? (No change to gift limits in 2021.)			and recipients' name, address and SSN.
CA	RES Act/Cov	id D	Poliof
Ch	Yes No	Org.	enej
Question	√ √	Page	<b>Inclusion Reminders and Other Information</b>
7 Did you receive an Economic Impact Payment in 2020?			**Answer Required**
If yes, the exact amount of your payment was			If available, provide IRS form 1444.
8 Were you the recipient of a PPP loan in 2020?			We will discuss this directly with you. All recipients of
9 Were you the recipient of an Economic Injury Disaster loan in			PPP loans will automatically be put on extension.
6 Are you under age 59 1/2 and did you withdraw money from y retirement account in 2020 for a Covid-related reason?	our 📙 📙		Maximum is \$100,000 & you will be required to provide certification in order to avoid early withdrawal penalties.
If yes, the amount withdrawn was			Covid-related reasons include diagnosis or adverse
if yes, the difficult withdrawn was	_		financial effects resulting from closures or cut-backs.
Did you have any other Covid-related financial situations in 20	20 that		<i>5 55</i>
might impact your 2020 tax returns? Please use this space to	let us know.		
Remember, there's no such thing as a silly question!			
Income			
	Yes No	Org.	
Question	<b>*</b> *	Page	Inclusion Reminders and Other Information
In 2020, did you have any of the following:		10	Leader Lands Commercy W. 2
Wages? Non-employee compensation?		10	Include form(s) W-2 Include form(s) 1099-MISC
Disability income, other than state disability?			Include form(s) 1099-W13C  Include form(s) 1099 or W-2
Gambling income?		13.2	Include form(s) W-2G
Rebate income?		14.1	See question 63
Interest income?		11	Lucheda Come (a) 1000 INT
Dividend income?		12	Include form(s) 1099-11V  We need all 1099's &
Social security benefits?	<b>7</b> 6	14.1	Include form(s) SSA-1099 W-2's!
State income tax refunds?		14.2	Include form(s) 1099-G
Unemployment compensation?		14.2	Include form(s) 1099-G
Cancellation of debt?		14.1	Include form(s) 1099-C
Health savings account (HSA) distributions?		32.1	Include form(s) 1099-SA
Education savings accounts or qualified tuition program dist	ributions?	14.3	Include form(s) 1099-Q
Long term care benefit payments?		14.1	Include form(s) 1099-LTC
Foreign income?			All amounts need to be included in the organizer.

	Children of	& Dep	end	lents			
		Yes No	Org.				
12	Question Were your dependent children (who are <u>over</u> age 18) full-time		Page 2	Inclusion Reminders and Other Information  If your child filed their			
13	students in 2020?		2	own 2020 tax return, be			
14	Did your dependent children (who are age 18 or <u>under</u> ) have		2	sure they did not claim			
17	investment income in excess of \$2,200?		-	themselves already.			
15	Are you claiming a dependent child who did not live with		2	If yes, attach Form 8332 if your spouse is the			
10	you for at least one-half of the year?		-	custodial parent.			
16	Did you pay over 50% support for a parent?		2	If yes, you may be able to claim them as a dependent.			
	Did you pay any dependent care expenses for a child or a parent?			2 Even if your employer reimbursed you, this			
			,	information is required.			
	Foreign	n Repo	ortin	ıg			
	Question	Yes No	Org. Page	Inclusion Reminders and Other Information			
18	At any time during 2020, did you own or have signature authority over		I age	Tax returns due 4/15/21 (automatic 6-month extension).			
	a foreign bank account with a balance in excess of \$10,000 USD?			If you will file your own FIN CEN form, initial here			
19	Do you own any foreign financial assets (including partnership interests,			Foreign stock maintained in a U.S. based brokerage			
	hedge funds and private equity funds) with a FMV in excess of			account is excluded. However, foreign stock not			
	\$50,000 at 12/31/20 or in excess of \$75,000 at any time during 2020?			maintained in a financial account is included.			
20	At any time during 2020, did you have an online gambling account			Recent court appeals have made this a "gray area".			
	with a balance in excess of \$10,000 USD?			This will be discussed on a case-by-case basis.			
	Rotivos	mont l	nent Plans				
	Remen	Yes No	Org.				
	Question	<b>√ √</b>	Page	<b>Inclusion Reminders and Other Information</b>			
21	Did you receive any distributions from an IRA, profit-sharing		13.1	Include form(s) 1099-R			
	plan, or other retirement plan?						
	If yes, have you ever made a non-deductible contribution			This will be excludable as return of principal.			
	in a previous year?						
22	What is the total value of ALL of your traditional IRA'S at 12/31/20?			Required only if you received IRA distributions in 2020!			
	Taxpayer \$ Spouse \$ [do not include	le Roth's]					
23	Did you roll over any distributions into a regular IRA within 60 days?		13.1	Include form(s) 1099-R			
	Provide rollover amount \$						
24	Did you roll over any distributions into a Roth IRA within 60 days?		13.1	Include form(s) 1099-R			
	Provide rollover/conversion amount \$						
	Did you return any part of your 2020 RMD by 8/31/20, as allowed by the		13.1				
	CARES Act?						
25	If you are at least 70-1/2, did you transfer IRA funds directly to a charity		13.1	Include form(s) 1099-R			
20	in 2020?		2.1	411 ID 41			
26	Do you want to make a 2020 retirement plan contribution for yourself?		24	All IRA's must be deposited by April 15, 2021,			
	If the contribution is not deductible, do you still want to make it?			even if you file an extension.			
	If you still want to make it, do you prefer it to be to a Roth IRA? Do you want the extra catch-up if you are age 50+ at 12/31/20?			The maximum 2020 eatch up contribution is \$1,000			
	Do you want the maximum contribution allowed?			The maximum 2020 catch-up contribution is \$1,000 for all IRA's, \$3,000 for SIMPLE, and \$6,000 for SEP.			
	If no, what amount do you want to contribute? \$			for an IKA's, \$5,000 for Shar LE, and \$0,000 for SET.			
27	Do you want to make a 2020 retirement plan contribution for your spouse?		24				
- '	If the contribution is not deductible, do you still want to make it?		27				
	If you still want to make it, do you prefer it to be to a Roth IRA?						
	Do you want the extra catch-up if you are age 50+ at 12/31/20?						
	Do you want the maximum contribution allowed?						
	If no, what amount do you want to contribute? \$						

	Business Income and Expe	nses (	sole	proprietorships only)
	Question	Yes No	Org. Page	Inclusion Reminders and Other Information
28	Did you purchase or start a new business?		16	Include any purchase documents.
	Did you receive any business income from bartering or trades?		16	These are reportable as income.
30	Did you receive any business income from virtual currency (i.e. bitcoins)?		16	These are reportable as income.
31	Does your business accept merchant cards and/or third party payments		16	Include any form 1099-K's.
	(i.e. credit cards or PayPal)?			
32	Did you sell items online?		16	Include any form 1099-K's.
33	Did you have any income related to the cannibis industry, including but		16	This is not our joke question!
	not limited to the growth, manufacture or distribution of cannibis or			o Cariffor
	a derivative thereof?			
34	Did you pay any person or business (excluding corporations) for a		16	1099-MISC's are required to be distributed to the
	business related service in the amount of \$600 or more?			recipient by 2/1/21. Non-filed 1099-MISC's will likely
	If yes, did you file a 1099-MISC on the payee's behalf?			lead to lost business deductions in the event of an IRS audit.
35	Did you purchase or dispose of any business assets (furniture		16p2	Provide the item description, date placed in service,
	or equipment)?			cost or sales price and if the item is new or used.
36	Did you pay for any business meals & entertainment in 2020? If so, be		16	TCJA law change! Entertainment OR meals purchased in
	sure to provide separate totals for meals and another for entertainment.			conjunction with entertainment are no longer deductible.
37	Do you have an accounting procedure established to treat amounts paid			This applies to business & rental property owners only.
	for depreciable items costing \$2,500 or less as an expense,			We recommend signing the annual capitalization
	instead of capitalizing?			policy statement available at our website.
38	Did you use your car on the job, other than commuting to/from work?		22 p3 <u>or</u>	
	Did you purchase an automobile in 2020 used for business?		22 p3	Include the purchase or lease contract.
	If yes, is the gross vehicle weight:			-
	Between 6,000 and 14,000 pounds?			
	Greater than 14,000 pounds?			
40	Did you start a new automobile lease in 2020 used for business?		22 p3	Include the lease agreement.
41	Was any part of your home used exclusively for business or rented out?		29	Include square footage (total house and business use).
42	Were either you or your spouse self-employed AND paying		24	This includes adult children under age 27 as of 12/31/20.
	for health insurance for yourself or your family?			
43	Did you purchase or refinance any rental real estate?		18	Include final settlement statement, forms 1098, 2020
	If yes, number of years of mortgage			activity statements, and details for use of any cash back.
44	Did you convert a personal residence into rental real estate?		18	
	If yes, the market value on the date it was converted was \$			
45	Did you have an ownership interest in any of the following:			Include ALL pages of any form(s) K-1.
	Partnership or LLC?		20.1	
	S-Corporation?		20.2	
	Trust? (This does <b>not</b> include your own living trust.)		20.3	
46	Do you have unreimbursed business expense for a partnership		30	The partnership or S-corporation agreement must
	or S-corporation?			indicate that these expenses are non-reimbursable
	If yes, could you have been reimbursed?			to qualify as a deduction.
	Gains and Losses			
	Question	Yes No	Org. Page	Inclusion Reminders and Other Information
47	Did you sell any stocks, bonds, or other investment property?		17	Include form(s) 1099-B for stock sales and ALL
• •	<b>Note:</b> Do NOT hand-write each transaction in the organizer.	0 0		pages of realized gains and losses from your broker.
	We accept and prefer electronic information.			Be sure to check for missing cost amounts!
48	Did you sell any "qualified small business stock"?		17	There are specific rules to qualify for this exclusion.
49	Did you buy, sell, or receive an award of employer stock?		17	Include your final paystub for 2020.
50	Did you sell a collectible item for a profit?		17	
51	Did you aquire, send, sell, or exchange any virtual currency in 2020		17	Contact us if you had any of these transactions in the
	(including if your bitcoin forked)?			past that you did not already report.
52	Did you exercise any employer stock options?		17	Include all exercise statements and employer
				supplied documentation to establish the tax basis.
53	Did you acquire any employer restricted stock and		17	Provide a copy of the election as this needs to be
	make an IRC 83(b) election?			included with your federal tax return.

	Gains and Le	osses (	(con	tinued)
		Yes No	Org.	
	Question	44	Page	Inclusion Reminders and Other Information
	Did you sell or exchange any <u>business</u> or <u>rental</u> real estate?		17	Include form(s) 1099-S & settlement statements.
55	Did you sell a principal residence?  If yes, was it used as a principal residence for at least 2 of the last 5 years before the sale?  Was it ever rented?		17	Include ALL settlement statements.
	Was it acquired by any of the following: Inheritance? Gift? IRC 1031 exchange?			
	Reinvestment from a prior residence sold before May 7, 1997?  Did you receive a homebuyer credit for the property in 2008 - 2010?			
56	Does an <i>unrelated</i> party owe you money which became uncollectible in 2020?		17	Indicate the name, address, date of original loan and amount of loss in the organizer.
57	Did you incur a loss because of damaged or stolen property (including disaster or flood losses) that exceeds 10% of your income OR that was related to your business?		17	Include specific details, including date of loss, original cost, insurance reimbursement, value at time of loss and description of item(s) damaged or stolen.
58	Did you incur a loss from the arrival of the murder hornet in North America last year?			Thankfully this turned out to be the least of our concerns in 2020 and, no, there's no real tax write-off. But this certainly kicked off the year with some apocalyptic fears!
59	Did you live in a Presidentially declared 2020 disaster area?		17	https://www.fema.gov/disasters/disaster-declarations
	Personal Dedu	iction.	s an	
		Yes No	Org.	
	Question	44	Page	<b>Inclusion Reminders and Other Information</b>
	Did you include in the organizer all real property taxes paid?		25	
61	Did you include in the organizer all fees paid to the DMV		25	You can look up your DMV payments at:
	for personal vehicle registrations?  Number of vehicles included	ty taxes, li	ne 18"	https://mv.dmv.ca.gov/FeeCalculatorWeb/vlfForm.do or find it on your DMV registration slip.
62	Did you purchase a new vehicle, aircraft, or boat?		25	Include the purchase contract.
	Did you have long-term care insurance or pay for long-term care services?		25	If self-employed, use page 24 instead of page 25.
64	Do you have documentation from your charities for ALL charitable contributions that you included in the organizer?		25	For donation substantiation requirements, go to our website and click F&P Highlights.
	Were any of these donations for a fundraising event (i.e. auction)?			"Goods or services received" are not deductible.
65	Did your total non-cash donations exceed \$500?		26	We need a detailed list of descriptions, dates & charities.
	Did you donate a vehicle valued over \$500?		26	Include form(s) 1098-C, original cost & purchase date.
67	Did you move during 2020?  If yes, date you moved  If yes, date your spouse moved			
68	Did you incur moving expenses due to a change of employment?		27	No longer deductible for IRS, but some states allow.
	Did you pay interest on a higher education loan?		24	Include form(s) 1098-E
	Did you pay for tuition, books or required computers for higher education?		38	Include form(s) 1098-T
71	Do you OWN an HSA (Health Savings Account)?		32.1	Include your 12/31/20 statement, regardless of whether you had any contributions or distributions in 2020.
72	Did you make a contribution to an HSA in 2020?		32.1	Include form(s) 5498-SA (including annual earnings).
	If yes, amount contributed (if NOT already on W-2)			Contribution deadline for 2020 is 4/15/21.
73	Did you install any solar electric property to your primary residence?			Include all purchase documents and manufacturers' certifications.
74	Did you install energy efficient improvements such as doors, windows,			Include all purchase documents.
	skylights, insulation or other items?			
75	Did you receive a rebate for an energy efficient auto or any other energy efficient improvement or purchase in 2020?		14.1	This includes any rebate excluding rebates directly provided by the manufacturer. Examples include a local
-	Did			agency, government unit or utility company.
/0	Did you purchase a "qualified plug-in electric drive vehicle" in 2020?  If yes, make and model of vehicle			For a complete list, go to: www.irs.gov/businesses/qualified-vehicles-acquired-after-12-31-2009
	If yes, make and model of venicle  If yes, date vehicle was actually received			Phaseouts have been initiated so date acquired is needed

	Mortga	005 4	าก	d Da	phts
	Morigu	_			Uw
	Question	Yes	No	Org.	Inclusion Domindous and Other Information
77	Did you pay mortgage interest?			Page	Inclusion Reminders and Other Information Include form(s) 1098 and lender 12/31/20 statement.
	Did you refinance or take a home equity loan in 2020?			25 p2 25 p2	
70	If yes, term of new debt: 15 yrs 30 yrs Other			25 p2	forms 1098 and lender annual activity statements.
	If proceeds were received, provide a list of how they were used.				Cash received or debts paid off through a refinance
	if proceeds were received, provide a list of flow they were used.				have specific rules. Be sure to provide all details.
79	Did you pay interest on a home equity line of credit?			25 n 2	Interest is not deductible if proceeds used for personal
"	If yes, provide lender statement(s) with balance at 12/31/20.			23 p 2	purposes, regardless of loan origination date. Include
	ii yes, provide icidei statement(s) with outdire at 12/31/20.				form(s) 1098 (or equivalent).
80	Did you complete a loan modification in 2020?				Include the final agreement.
	Did you have real estate property subject to foreclosure in 2020?				Include form(s) 1099-A and/or 1099-C.
	Did you sell any real estate in a short sale transaction?				Include form(s) 1099-A and/or 1099-C.
	Do your total outstanding mortgage balances on all personal residences				Provide year end lender statements for all mortgages
00	exceed \$1 million (\$750,000 if home was purchased after 12/15/17)?				if the principal balance is not on your form 1098.
	(This does not include rentals, business, or investment properties.)				y the principal outlines is not on your joint 1070.
84	Did you declare bankruptcy in 2020?				Include the final bankruptcy decree.
	Did you receive a homebuyer credit for a 2008 home purchase?				Repayment of this credit began in 2010 for 15 years.
	Did you pay mortgage insurance premiums (PMI) on a home			25 p2	
	purchased or refinanced after 12/31/06?			- 1	
	1				
	Tax Withholdings,	Esti	ma	tes,	and Payments
		Yes		Org.	•
	Question		1	Page	<b>Inclusion Reminders and Other Information</b>
87	If you have an overpayment do you want it direct deposited?			3	Confirm bank information on final tax returns before
					returning your e-file forms!
88	If you have a balance due, do you want it directly debited			3	The balance due will be withdrawn from the
	from your bank account?				account of your choice. Unless otherwise requested, this will
	If yes, date you want your account debited				be the same account used for direct deposit.
89	If you have a balance due, do you need an installment				There are additional government handling fees.
	agreement to pay the taxes?				For information on setting up your own payment
					plan, go to F&P Highlights on our website.
90	If you pay estimates, do you want them directly debited			3	The amounts will be withdrawn from the account
	from your bank account each quarter for 2021?		_		you have included in the organizer.
91	Do you want us to prepare your 2021 estimated tax payments?				NEW! We are no longer providing paper vouchers, unless
	If yes, do you want all or part of your 2020 overpayment applied				specifically requested. Becky will ask you upon
	to your 2021 estimates?				completion of your tax returns.
	If yes, do you expect any changes in your withholding				Include a current 2020 year-to-date paystub of all
	taxes for the year 2021?		_		jobs for you and your spouse.
92	Did you purchase any items acquired out-of-state, online, or by				Be sure to keep adequate records and report ALL
	mail-order from an out-of-state retailer that did not include sales tax?				purchases that did not include sales tax for your
	For California taxpayers only:				state of residency. CA is cracking down! The FTB is
	If yes, did any one purchase exceed \$1,000?				sending letters asking WHY you didn't have any use
	If yes, indicate the total amount of purchases in 2020 \$				tax, so be sure to consider this question carefully!
	If no, you can use <i>either</i> a safe harbor or the actual amount.				The safe harbor is approximately 0.035% of your
	Use safe harbor Use actual purchases, which is \$		_		adjusted gross income (i.e. \$66 if AGI is \$190,000).
93	Did you pay wages of \$2,000 or more during the year to				Include payroll reports.
	household workers, not including amounts paid to an agency?  Do you want us to review your withholding amounts for 2021?				The W-2 to your employee is due by 2/1/21.  Please send us year-to-date paystubs after 5/1/21.
0.4					

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Remember - "more is better" when deciding what documents to send us. More and more detail is being required by the IRS and state agencies. Additionally, it takes us less time to prepare a tax return when we have all documents available. We'll return all originals...we promise!

5. <u>PH.D. level</u> Who released "The IRS Tapes" album to help pay his taxes?



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