

Accountable Consulting LLC

Tax Organizer

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GENERAL ITEMS NEEDED

- **Name**
 - Must match Social Security Card. Could cause e-file delay or rejection.
- **Social Security #**
- **Copy of Social Security Cards – Recommended**
- **Address**
- **Dependents**
 - Being Claimed
 - W2's or School Documents for dependents if they apply
 - Months lived with you (tax filer):
 - Disregard if for the whole year
- **Birthday's for everyone on the return**
- **Last Year's Tax Return**
- **Special PINS**
- **Occupation Titles**
- **Routing & Account Number**
- **Picture of Your ID**
 - If you using bank products to receive our refund



INCOME DOCUMENTS

- **W-2'S**
- **1099's**
 - 1099-INT – Interest Income from bank, stock portfolio, etc
 - 1099 DIV – Dividends from stock portfolio or else where
 - 1099-G – Prior year state refund form if you itemized
 - 1099-MISC - Independent contractor work
 - 1099-R – IRA or Pension Distributions, or Rollovers
 - 1099-G – Unemployment Income
 - 1099-SA – Social Security Income
 - 1099-C – Cancelation of Debt
 - 1099-Q – Coverdell Education Account Distribution
 - 1099-SA – Health Saving Account Distributions
 - 1099-A – Abandonment of Home
- **Alimony Received**
- **Stock Brokerage statement for any realized gain or losses**
 - **Capital loss carry forwards**
- **Sell of land or home**
 - Principal Residence?
 - HUD-1's for purchase and Sale
- **K-1's from a Partnership or S Corps**
- **Rental Property Income or Losses**
- **Farm Income or Losses**
- **Any other income needed to be reported or for documents you received**

CREDITS – ABOVE AGI (ADJUSTED GROSS INCOME)

- **Educator Expenses – \$250/Limit**
 - Books, Supplies, or Equipment
- **Part of Military Reverses?**
 - Traveled more than 100 miles to duty?
- **Health Savings Account Deduction**
 - High Deductible Plan
 - Not a FSA (Flex Spending Account)
- **Moving Expenses**
 - You move more than 50 Miles from your previous resident for work purposes?
 - Moving Expenses – Truck Rental, Movers
 - Supplies for Move, Temp Storage (up to 30 days)
 - Travel Expenses – Mileage, Tolls, Airfare
- **Self Employed Health Insurance**
- **IRA Contributions – Must be made before 04/15**
 - Traditional
 - Roth
 - SEP
- **Alimony Paid**
- **Student Loan Interest**
 - Provide 1098E
- **Attend College or a University?**
 - Provide 1098T
 - Need to know what degree where you pursuing: Bachelors or post bachelorette education
 - How long have you been in school for?
 - More than four (4) year?
 - Cost of books & school supplies

CREDITS – BELOW (ADJUSTED GROSS INCOME)

- **Foreign Taxes Paid**
 - Stock Brokerages Accounts
 - Foreign Withholdings
- **Child Care Expenses – Allowed both parents to work (exceptions apply)**
 - Name, Address, and Social Security # or EIN of the school or day care provider
 - Amount paid for the year per child (if applicable)
- **Residential Energy Efficient Improvements (following “new” items apply)**
 - Roof
 - Windows
 - Doors
 - Water Heaters
 - Gas, Propane, or Oil Water Boiler or Furnaces
- **Electrical Vehicle Purchase**
- **Adoption Credit**
- **Legally Blind?**

OTHER TAXES & REMAINING INFO

- **10% IRA Distribution Exception Penalty**

- Higher Education Expenses – College, University
- First Time Homebuyer Purchase – Up to \$10,000
- Permanently disabled
- To pay for health insurance while unemployed
- To pay for medical expenses above and beyond 10% threshold of AGI
- To pay off IRS levy

- **Household Employees**



- Subject to FICA Taxes (Social Security, Medicare, & Federal Unemployment)

- **First Home Buyer Credit in 2010**

- How much has been paid back from prior tax returns since then?

- **Health Insurance**

- Need a copy of your 1095A (**Important**)

- **Taxes Estimates Paid**

- Date Paid & Amount

GEORGIA CREDITS & INFO


- Electrical Vehicle Credit
- Path 529 College Saving Plan
- Qualified Education Expense
 - Up to \$2500 credit per child
 - Documentation needs to be provided prior to the credit
- Disabled Person Home Purchase
- Child Care Dependent Expense Credit
- Georgia National Guard/Air National Guard Credit
 - Active Duty or Active Duty Training for more than 90 days
 - Qualified Life Insurance Premiums Deductible
- Qualified Caregiving Expense Credit
- Children Driver Education Credit
- Disaster Assistance Credit
- Rural Physicians Credit
- Adoption Of Foster Child Credit
- **GA Estimates Paid**



THANK YOU FOR WATCHING!

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