

# Tax Year 2023 Record Saver

## INCOME & DEPENDENTS

DIVIDENDS (Bring 1099-DIV)			
Corp. Name	Amount	Corp. Name	Amount

INTEREST (Bring 1099-INT)			
Received From	Amount	Received From	Amount

RENTAL PROPERTY	
	Amount
GROSS INCOME	
EXPENSES	
Advertising	
Auto - Travel	
Cleaning & Maintenance	
Supplies	
Equipment Rental	
Yard Work, Snow Removal	
Commissions	
Insurance	
Interest	
Legal & Accounting	
Office Supplies	
Repairs = R; Improvements = I	
Carpentry	
Decorating, Painting	
Electrical	
Plumbing	
Roofing	
Furnace, Air Conditioning	
Taxes	
Utilities	
Heat	
Water	
Electricity	
Telephone	
Other	
Bring documents for the purchase or sale of equipment, furniture & fixtures, etc.	

OTHER INCOME					
Type of Income	Amount	Type of Income	Amount	W-2	
Alimony (not taxable for divorces commencing after 12/31/18)		Tips			
Pensions/Annuities/IRAs (Bring 1099-Rs)		Prizes & Awards			
Royalties		Hobby			
Estates & Trusts (Bring K-1s)		Scholarships & Fellowships			
Jury Duty		State Tax Refund (Bring 1099-Gs)			
Social Security (Bring 1099-SSAs)		S Corporations (Bring K-1s)			
Unemployment Compensation (Bring 1099-Gs)		Canceled Debt (Bring 1099-Cs)			
Partnerships (Bring K-1s)		Miscellaneous			

GAINS & LOSSES FROM SALE OF PROPERTY (Bring supporting documentation, such as purchase and sale documents, 1099-B, etc.)				
Description	Date Bought	Date Sold	Sales Price	Cost

DEPENDENTS					
Name	Social Security Number	Birthdate MM/DD/YY	If over 18, student?	Relationship	# of months lived with you

List amounts for each item and keep receipts or canceled checks in this envelope. Retain these records.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Due Date \_\_\_\_\_

Taxpayer's Social Security Number \_\_\_\_\_ Spouse's Social Security Number \_\_\_\_\_

**DEDUCTIONS & CREDITS**

ADJUSTMENTS				
Traditional IRA Contribution				
Roth IRA Contribution				
Self Employed Health Insurance				
Keogh, SEP and SIMPLE				
Forfeited Interest				
Alimony Pd.(not deductible for divorces commencing after 12/31/18)				
Moving Expenses – Active Military				
HSA				
FEDERAL TAXES				
Fed. Income Tax Bal. Pd.				
Federal Quarterly Estimate				
1st	2nd	3rd	4th	
MEDICAL				
Drugs & Medication				
Medical Insurance Premiums				
Doctors, Dentists, Etc.				
Hospitals, Clinics, Etc.				
Hearing Aids & Batteries				
Glasses & Contact Lenses				
Transportation, Parking				
Other Medical Expenses				
Reimbursements				

STATE AND LOCAL TAXES				
State Income Tax Bal. Pd.				
State Quarterly Estimate				
1st	2nd	3rd	4th	
Local Income Tax				
Personal Property - State				
Personal Property - City				
Real Estate - State				
Real Estate - City				
Sales Tax				
Other				
INTEREST				
Home Mortgage to Bank				
Home Mortgage to Individuals (Bring name, address, and SS # of individual)				
Deductible Points				
Investment Interest				
Student Loan Interest				

CONTRIBUTIONS			
(✓) Canceled Check or Receipt			
	Amount	CK	Receipt
Church			
Heart			
Cancer			
United Fund			
Contributions Other Than Cash (reciepts and records required)			
Clothing			
Furniture			
Transportation			
Household Goods			

EDUCATION CREDITS	
(Bring 1098-T)	
Tuition Paid	
Enrollment Fees	
Course Materials	
CASUALTY LOSSES	
Taxpayers may only claim losses occurring in a presidentially declared disaster area	

CHILD & DEPENDENT CARE			
Provider's Name	Address	Federal I.D. #/SSN	Amount Paid