

Accufast Tax Service LLC - 2020 Due Diligence

Please check the appropriate box and include all necessary details and documentation.

Eligibility checklist for the Child Tax Credit or Other Dependents

Yes

No

Do you have anyone you are able to claim as a dependent on your tax return? (If no, answer and proceed to next section.)

Do you have children you are claiming as dependents on your current tax return?

Please list names of qualifying children. _____

Are any of the children permanently and totally disabled?

If so please indicate the names _____

Are the children your son, daughter, adopted child, stepchild, foster child, brother or sister, or descendants thereof?

Do the children live with you for more than half the year? (Please provide documents to support this- ie. school, medical or insurance records that contain the child's name and your current address) If not, then you must provide a signed 8332 from the custodial parent providing you the right to claim the child for the credits

Has the IRS disallowed or reduced your credit in previous years? If so, please explain below.

Do the children provide more than ½ of their own support? (all income attributed to the child is considered used for their own support unless you can demonstrate otherwise.)

If the children can be claimed on more than one tax return (For example unmarried parents living in the same household) have you come to an agreement who will be claiming the child for the available credits?

Have you released the right to claim the children to another via form 8332?

Do you provide more than ½ of the support of anyone else? If so, did that individual live with you the entire year (parents are not required to live with you), have taxable income under \$4300, and not file a joint tax return?

Eligibility checklist for Education Credits

Do you have dependent children who have been enrolled in college for any part of 5 months for the current tax year, enrolled at least ½ time, enrolled in a degree program and free from a drug related felony conviction? (If no, answer and proceed to next section)

Please list names of qualifying children from above. _____

Did the children complete the first 4 years of post-secondary education?
 If no, was an education credit based on their expenses claimed for any of 4 years?
 If an education credit was claimed please indicate the number of years for each child

Please provide the 1098-T and account transcripts from each school attended in the current tax year

List any other required educational expenses that were not paid through the institution (i.e. books and supplies required to participate in the educational program).

_____ \$ _____
 _____ \$ _____
 _____ \$ _____
 _____ \$ _____

Eligibility for Head of Household Filing Status

Yes **No**

Were you unmarried or married and have not lived with your spouse at anytime from June 30th of the tax year and provide a home for you and your child? (if no, answer and skip this section)
 If you are not claiming a dependent child above due to a signed 8332 release but the Child lived with you for more than six months of the tax year, please provide name, Date of birth, social security number in the note below.

Have you paid more than ½ of the cost of maintaining a home for you and your children?
 Did you pay more than ½ of the following expenses?

Mortgage	<input type="checkbox"/>	<input type="checkbox"/>
Rent	<input type="checkbox"/>	<input type="checkbox"/>
Property taxes	<input type="checkbox"/>	<input type="checkbox"/>
Utilities	<input type="checkbox"/>	<input type="checkbox"/>
Property Insurance	<input type="checkbox"/>	<input type="checkbox"/>
Food/groceries	<input type="checkbox"/>	<input type="checkbox"/>
Other household expenses	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

X
