

U.S. Personal Income Tax Return Checklist

Taxpayer Name:	Spouse Name:	
Date of Birth:	Date of Birth:	
Email:	Email	
Phone: Cell	Phone: Cell	
Phone: Other	Phone: Other	
Address:	Children	Date of Birth.
Marital Status:		

REQUIRED INFORMATION: Please check all applicable and attach related information
 (If CIS prepares you Canadian tax return, please also complete the “Canadian Personal Tax Return Checklist”)

All Filers:	Attached <input checked="" type="checkbox"/>
Format type requested for your copy of the US tax return: <input type="checkbox"/> PD <input type="checkbox"/> Paper	
US tax information slips (i.e. W-2, US Social Security, 1099, K-1, 1042-S):	
Rental property also used personally: # of days rented _____ AND # of days used personally _____	
US charitable donations, with receipts	
Paid any US Federal or State income tax payments: date and amount	
ROTH IRA	
New Clients: copy of the prior year’s US Federal and State income tax returns	
1040NR Filers:	
US source income and expense information or schedule (i.e. rental income and expenses)	
Purchase or disposal of any assets located in the US	
Specific <u>dates</u> for each US filer spent anywhere in the US, for any purpose (including vacation) in 2017	
Total number of days spent in the US for each of 2016 & 2015 for each US filer (if not provided in prior years)	
1040 Filers:	
Stock sales: detailed brokers statements or other documentation reporting the specific dates of purchase and sale	
December 2017 broker statement reporting the specific details of each investment held	
Tax Free Savings Account (“TFSA”) and Registered Education Savings Plan (“RESP”) accounts: activity statements detailing income earned	
Mortgage interest (including Canadian property) noting if from line of credit or mortgage	
Property taxes (including Canadian property)	

Financial accounts held outside of the US – see FBAR 2017 excel spreadsheet on our website at: www.cistax.ca	
Pension and other employee plans of which you are a beneficiary: Plan name & value at Dec. 31, 2017 (where available), not including Canada Pension Plan (“CPP”) or Old Age Security (“OAS”)	
Holdings of Cdn private company shares, Cdn financial instruments (i.e. loans or mortgages), Cdn trusts, or Cdn insurance policies that have a cash value (i.e. whole life insurance) – Investment Name & Value at Dec. 31, 2017	
Gifts <i>made</i> during the year if greater than \$14,000 and gifts or bequests <i>received</i> in the year if greater than \$10,000 – list details	
Other Information:	