

Supporting documentation for claiming EIC, CTC, AOTC, HOH

The PATH Act extends our due diligence requirements to include returns containing the Earned Income Tax Credit, Child Tax Credit, Head of Household filing status and the American Opportunity Credit. Please provide the following information to assist with the preparation of your tax return. The taxpayer **MUST** complete this document and sign it as part of our due diligence in connection with the preparation of your tax return.

Please list <u>ALL</u> the people living in your household:			Fill out for everyone except self and spouse			
First and last name	DOB	relationship	Are you claiming them as a dependent?	# months they lived with you this tax year?	Did they earn more money than you?	Did they attend college in this tax year?
		(for example: self, spouse, daughter, son, grandchild, niece)				
		self				
		spouse				

dependents

Are each of your dependents citizens of the United States? _____

Did the dependents live with you more than 6 months (or 183 days)? _____

Are the dependents married? _____ Are the dependents filing a joint tax return? _____

Did YOU pay for more than half of the dependent's support? _____

You cannot include amounts you received in aid (government or family assistance) as coming from you. (support means living expenses: food, clothing, housing, health, education, recreation, transportation, etc.)

Were you a non resident alien for any part of the year? _____

Are you eligible to be claimed as a dependent on anyone else's taxes? _____

Is your main home in the United States AND you lived there for more than half the year? _____

In order to receive EIC, Child Tax Credit, Head of Household, or Education Credit, I need to verify my dependents basic information and proof of residency.

Check at least one of each column that you could show in case the IRS asks to see.

Proof of Dependent Information:

- Birth Certificate
- Social Security card
- Passport
- Visa or Naturalization docs

WE DO NOT NEED TO SEE
THESE IN OUR OFFICE

Proof of Dependent's Residency

- Divorce settlement and/or custody agreements
- School records or statements
- Statement from landlord or place of worship
- Health insurance, medical provider, medical records
- Childcare provider records or employer statement
- Social service or placement agency statement
- Other: _____

CLAIMING CHILDREN FROM A DIVORCE OR SEPARATION

Who is eligible to claim these dependents according to court orders? _____

COLLEGE

Do you have receipts/proof of payments for school and supplies?

Did you receive a 1098T from the school?

IF YOUR DEPENDENT(S) ARE TOTALLY AND PERMANENTLY DISABLED please list

their names here: _____

I have disclosed the above information to McKillips Tax Service to prepare my tax return and I further submit that this information is correct to the best of my knowledge, and I can prove and produce records if requested.

Further, I understand that failure to provide accurate information in this Questionnaire may result in the imposition of accuracy-related or fraud penalties, interest charges, and a ban for 2 or 10 years from claiming Earned Income Credit.

Signature _____

Date _____