

Income and Deduction Record Keeper
Tax Year 2018

Use the following Income Schedule as a checklist. Please include the documents in the tax material you drop off at our office.

INCOME DATA

Income Sources	Check If Documents attached
Wages: W-2 Forms	
Miscellaneous Income: 1099-MISC	
Interest: 1099-INT	
Dividends: 1099-DIV	
Stock Sales and Cost Basis	
Alimony	
Pensions: 1099-R	
IRA Distributions (Traditional or Roth)	
Savings Bonds Income	
Unemployment Compensation	
Jury Duty Compensation	
Gambling Winnings and Losses	
Other	
Other	

DEDUCTION DATA

Estimated Federal Taxes Paid	Amount	Estimated State Taxes Paid	Amount
Date Paid		Date Paid	
Date Paid		Date Paid	
Date Paid		Date Paid	
Date Paid		Date Paid	
Unreimbursed Medical Expenses	Amount	Gifts to Charity*	Amount
Health Insurance Premiums		Religious Organizations	
Long-Term Care Insurance Premiums		United Way	
Prescriptions		Red Cross	
Eyeglasses, Contact Lenses		Salvation Army	
Medical Supplies		Goodwill Industries	
Doctor		Humane Society	
Dentist		Other	
Optometrist		Other	
Hospital		Other	
Medical Miles		Out of Pocket Volunteer Expenses	
Counseling		Volunteer Miles	
Medical Equipment		Other	
Physical Therapy		*Remember the IRS requires	
Nursing Care Costs		receipts for all donations	
Taxes Paid		Unreimbursed Job Expenses and Miscellaneous Deductions	Amount
Personal Property Tax: vehicles(s)		Union Dues	
Personal Property Tax: other		Professional Dues, Subscriptions	
Real Estate Taxes		Tools, Uniforms, Supplies, etc	
Fire District		Educational Courses/Certification	
Interest Paid/Points		Job Search Expenses	
Home Mortgage Interest		Other Job Expenses	
Mortgage Loan Points		Tax Preparation/Tax Planning Fees	
Home Equity Loan Interest		Safe Deposit Box Fees	
Investment Interest		Investment Expenses	
Qualified PMI Premiums		Other	