



# TAX + ACCOUNTING

## BUSINESS + INDIVIDUAL TAX PREPARATION

### 2021 TAX ORGANIZER

**Website: [www.jmb.tax](http://www.jmb.tax)**  
**For Appointments/Walk-ins/Drop Offs/Email**  
**All Clients Must Fill Out Completely**

#### Personal Information

FULL NAME \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_

SPOUSE \_\_\_\_\_ DOB \_\_\_\_\_ SS# \_\_\_\_\_

ADDRESS \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

(Call me on my) Cell \_\_\_ Home \_\_\_ Work \_\_\_ \* E-Mail Address \_\_\_\_\_

After: \_\_\_

#### Filing Status

MARRIED \_\_\_\_\_ SINGLE \_\_\_\_\_ HD OF HOUSEHOLD \_\_\_\_\_ MARRIED FILING SEPARATE \_\_\_\_\_

#### Dependents

NAME	DOB	SS#	NAME	DOB	SS#
1. _____			4. _____		
2. _____			5. _____		
3. _____			6. _____		

**Income** (Attach a copy of W-2, 1099's, Interest Income, Dividends, Etc.)

Source \_\_\_\_\_ Amount \_\_\_\_\_ Source \_\_\_\_\_ Amount \_\_\_\_\_

Source \_\_\_\_\_ Amount \_\_\_\_\_ Source \_\_\_\_\_ Amount \_\_\_\_\_

**Other Income** (Please furnish information or attach documentation)

Income tax refund (Fed) \_\_\_\_\_ State \_\_\_\_\_ Partnerships \_\_\_\_\_ Alimony received \_\_\_\_\_ Self-Employed \_\_\_\_\_ Pension \_\_\_\_\_

Sale of Property \_\_\_\_\_ Rental Property \_\_\_\_\_ IRA Distribution \_\_\_\_\_ Unemployment \_\_\_\_\_

**Itemized Deductions** (attach & include all receipts/information statements)

Medical expenses _____	<u>Contributions</u>	<u>Interest Paid</u>	<u>Taxes</u>
Insurance premiums _____	Church _____	1 <sup>st</sup> Mortgage _____	Property taxes _____
Doctors/Dentist _____	Misc. cash _____	2 <sup>nd</sup> Mortgage _____	Car tags _____
Insurance Reimbursement _____	Other _____	Student Loan _____	Sales tax _____

2020 Tax Preparation Fee \_\_\_\_\_ (If known)

**Note: CHECK AND FURNISH INFORMATION ON THE FOLLOWING**

Moving expense \_\_\_\_\_ Job Education \_\_\_\_\_ Casualty Loss \_\_\_\_\_

Buy/Sell home \_\_\_\_\_ (**Bring your HUD statement or Closing Disclosure pg 1 & 2**)

Child Care \_\_\_\_\_ SS# or Fed I.D. # of Care Provider \_\_\_\_\_ Amount you paid \_\_\_\_\_ employer paid \_\_\_\_\_

Care Provider Name \_\_\_\_\_ Care Provider Address \_\_\_\_\_

\_\_\_\_ Purchased IRA amount \_\_\_\_\_ Regular \_\_\_\_\_ Roth \_\_\_\_\_ Education \_\_\_\_\_ Converted to Roth \_\_\_\_\_ (provide details)

\_\_\_\_ Contributed to SEP or other personal retirement (**excluding through employer**)

**SPECIAL NOTES:**

**Make sure you have the legal right to claim dependents**

**Please advise when dependents have a different last name from mother or father.**

**IRS is targeting Earned Income Credit and sales of cryptocurrency.**

**If stimulus amounts are reported inaccurately, IRS will delay tax refund.**

**\*\*\* We need signed mileage logs for business miles\*\*\***

**Business Use of Vehicle:** .56 cents per mile. Please use one of the additional organizers

**Moving miles:** .16 cents per mile. **Medical miles:** .16 cents per mile. **Charity work:** .14 cents per mile.

**The Affordable Care Act (Individual Shared Responsibility Provision)**

If you applied for insurance through (www.Marketplace.gov) You need to include form 1095A before you file your 2020 tax return.

**Your income taxes will not be filed accurately if you do not retrieve or wait on form 1095A.**

Taxpayer: Driver's License/State Id # Issue date: Exp date:  
State issued: \_\_\_\_\_

Spouse: Driver's License/State Id# Issue date: Exp date:  
State issued: \_\_\_\_\_

**Please check the appropriate box: (You can change when we call)**

(Quickest) Direct Deposit \_\_\_\_\_ Check from IRS \_\_\_\_\_

**Bank Information:**

Name of Bank \_\_\_\_\_ Checking Account \_\_\_ Savings Account \_\_\_ (check one)

Routing Number (nine digits on left front lower corner of your check) \_\_\_\_\_

Account Number (if joint return, both names must be on account) \_\_\_\_\_

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