

**FBAR & FORM 8938 ORGANIZER FOR:**

(FOR INTERNAL USE ONLY BY THE BRUNTON, STRACHAN & KHAN CPA FIRM, CHARTERED)

**PART I – “Report of Foreign Bank and Financial Accounts” (FinCEN Form 114 - “FBAR”)**

**PART II – “Statement of Specified Foreign Financial Assets” (IRS Form 8938)**

**FOR TAX RETURN YEAR ENDED \_\_\_\_\_ CURRENT DATE \_\_\_\_\_**

(Spouses and children must each complete a separate organizer – if applicable)

- 1. Name \_\_\_\_\_ Phones: Office \_\_\_\_\_ Home (U.S.) \_\_\_\_\_
- 2. Address \_\_\_\_\_ Home (Non-U.S.) \_\_\_\_\_ Cell \_\_\_\_\_  
 \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_
- 3. U.S. Tax ID Number (ITIN, SSN, or EIN) \_\_\_\_\_ Birth date (if individual) \_\_\_\_\_

**PART I – FINCEN FORM 114 – “FBAR”**

**(MAXIMUM POTENTIAL CIVIL PENALTY FOR NONCOMPLIANCE IS THE GREATER OF \$100,000 OR 50% OF THE VALUE OF THE ACCOUNT)**

Explanation: Each U.S. citizen, U.S. resident or U.S. entity (corporation, partnership, trust, estate, or LLC) must file U.S. reports on their involvement with certain foreign (non-U.S.) financial accounts including bank accounts, stockbrokerage accounts, trust accounts, pensions (including Canadian RRSP and RRIF accounts, LIRAs, LIFs,) Tax Free Savings Accounts (TFSAs), and Registered Education Savings Plans (RESPs), life insurance policies, mutual funds held directly with a mutual fund company, and similar accounts, if the aggregate maximum amount of all accounts combined at any time during the year exceeded \$10,000. The potential civil penalty for missing or incorrect information varies from \$10,000, up to the greater of \$100,000 or 50% of the value of each account. Criminal penalties and prison time are applicable in limited circumstances.

**THE ORIGINAL DUE DATE OF THE FBAR IS APRIL 15<sup>th</sup>.**

- 4. Therefore, for each foreign account that was in your name, or for which you were the owner of record, or for which you have legal title, or for which you were the beneficial owner, please provide the following information:

**Please attach additional sheets, if necessary.**

	Account #1	Account #2	Account #3
i. <u>Name and address of institution</u> where the account is located for the bank account, stockbrokerage, Trust co., RRSP, RRIF, LIRA, LIF, TFSA, RESP, Life insurance policy, etc., and <u>mutual fund account</u> held directly with the mutual fund company, etc.	_____	_____	_____
ii. Type of account (Bank, Securities, RRSP, etc.)	_____	_____	_____
iii. Name on account	_____	_____	_____
iv. Account number	_____	_____	_____
v. Account owned jointly or solely	_____	_____	_____
vi. <u>Maximum</u> balance during the year	_____	_____	_____
vii. Balance on <u>December 31</u>	_____	_____	_____
viii. <u>Joint Owner(s) (if applicable):</u> - Name and Address	_____	_____	_____
- U.S. taxpayer ID(s) (if any)	_____	_____	_____
ix. Currency (CAD, USD, EUR, etc.)	_____	_____	_____
x. Date account opened (if during the year)	_____	_____	_____
xi. Date account closed (if during the year)	_____	_____	_____

- 5. During the year, did you have signature authority over any non-U.S. account of the type mentioned above (e.g. a corporate, partnership, trust, or estate account) without having any ownership interest in the account? Yes / No \_\_\_\_\_  
If “Yes”, please provide all the above information on a separate sheet.
- 6. During the year, did you contribute more than your employer contributed to any pension plan other than the plans mentioned above? Yes / No \_\_\_\_\_  
If “Yes”, please contact our office.
- 7. During the year, were you a shareholder, part owner, or investor of any corporation, partnership, trust or estate that had a non-U.S. account of the type mentioned above without having a signature authority over the account? Yes / No \_\_\_\_\_  
(Answer “Yes” only if your ownership of the corporation or partnership exceeded 50%, or your beneficial interest in the trust or estate exceeded 50%).  
If “Yes”, provide all the above information on a separate sheet.

If you have not answered all questions & supplied all documents requested on this organizer, please explain, or call us - otherwise your tax filing may be delayed, or incorrect, and/or **THE ABOVE PENALTIES MAY APPLY.**

THIS QUESTIONNAIRE IS FOR OUR INTERNAL USE ONLY - IT WILL NOT GO TO THE IRS.

Please complete reverse side also



**PART II – IRS FORM 8938 – “STATEMENT OF SPECIFIED FOREIGN FINANCIAL ASSETS”**

**(OTHER FOREIGN FINANCIAL ASSETS)**

**(THE POTENTIAL PENALTY IS \$10,000 FOR FAILURE TO PROPERLY PROVIDE THE FOLLOWING INFORMATION BY THE DUE DATE)**

This section, Part II applies, for example, if you have a foreign financial account, if you have a foreign pension, if you own stock in a foreign corporation, including mutual funds held directly with an institution, a capital or profits interest in a foreign partnership, a note, bond, debenture, or other form of indebtedness issued by a foreign person, an interest in a foreign trust or foreign estate, or an interest in various financial derivatives or swaps, an annuity, or life insurance policy (cash value).

**FORM 8938 REPORTING FOR ENTITIES YOU OWN DIRECTLY, INDIRECTLY, OR CONSTRUCTIVELY:**

**Direct Ownership**

Do you own an interest in any U.S. (domestic) entity, (corporation, partnership, or trust) which owns a “specified foreign financial asset” as described above. Yes / No\_\_\_\_\_

**Indirect Ownership**

Do you own an interest in any domestic or foreign entity, (corporation, partnership, or trust) which itself owns another entity which owns a “specified foreign financial asset” as described above. Yes / No\_\_\_\_\_

**Constructive Ownership (267(c) and (e)(3))**

Do any of your family members own any interest in a domestic (U.S.) entity (corporation or partnership) which owns a “specified foreign financial asset” as described above. Yes / No\_\_\_\_\_

If “Yes”, to any of the above, please contact us, the entity may be required to file Form 8938 and a **\$10,000 penalty** may apply for disclosure omissions.

**YOUR INDIVIDUAL FORM 8938 REPORTING:**

- 1. YOU MUST LIST ANY FOREIGN FINANCIAL ASSETS IN WHICH YOU HAVE A FINANCIAL INTEREST, EXCEPT**
- 2. DO NOT LIST ANY ASSETS THAT ARE INCLUDED IN THE ACCOUNTS LISTED IN PART I (FBAR).**

Please attach additional sheets, if necessary.

	Asset #1	Asset #2	Asset #3
<u>Comprehensive</u> description (including description of class of stock, where applicable)	_____	_____	_____
Number or other identifying information for the asset, if any	_____	_____	_____
Address	_____	_____	_____
If the asset was acquired or sold during the year – state the date	_____	_____	_____
Asset owned solely by you or jointly with your spouse	_____	_____	_____
Maximum value of the asset during the year	_____	_____	_____
Currency the asset is denominated in (CAD, USD, EUR, etc.)	_____	_____	_____

**If you have not answered all questions & supplied all documents requested on this organizer, please explain, or call us - otherwise your tax filing may be delayed, or incorrect, and/or THE ABOVE PENALTIES MAY APPLY.**

THIS QUESTIONNAIRE IS FOR OUR INTERNAL USE ONLY - IT WILL NOT GO TO THE IRS.

Signed: \_\_\_\_\_

PLEASE RETURN TO: THE BRUNTON, STRACHAN & KHAN CPA FIRM, CHARTERED  
4710 NW BOCA RATON BLVD., #101, BOCA RATON, FL 33431  
Tel: (561) 241-9991 Fax: (561) 241-6332 Email: [tax@taxintl.com](mailto:tax@taxintl.com) Website: [www.taxintl.com](http://www.taxintl.com)

**Please include a retainer of US \$350 with this organizer**

If you wish, retainers can be paid online with a credit card. Please go to our website [www.taxintl.com](http://www.taxintl.com) and scroll down to “[Make Payment](#)” on the lower right side or call our office to make a credit card payment over the phone.