

1040 TAX RETURN ORGANIZER (U.S. CITIZEN OR U.S. RESIDENT)

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

FOR TAX RETURN YEAR ENDED CURRENT DATE

(Each spouse must complete a separate organizer)

- 1. Name Phones: Office Home (U.S.)
2. Address Home (Non-U.S.) Cell Fax Email
3. U.S. Taxpayer Identification Number (ITIN) or Social Security Number Occupation Birth date Country of birth Country(ies) of citizenship
4. Marital Status: [] Single [] Married/Common Law [] Separated (by Court decree) [] Separated (not by Court decree)
5. Spouse's name Citizenships of spouse Spouse's birth date Spouse's U.S. ITIN or Social Security Number. Do not give a non-U.S. number Was any parent of your spouse a U.S. citizen? Yes / No
6. Were either of your parents U.S. citizens? If you are a U.S. citizen, when did you become a U.S. citizen?
7. Countr(ies) issuing your passport Country of residence Date established Approx. No. of days in U.S. during above tax year If a U.S. resident, date you became a U.S. Resident
8a. Do you have a "green card"? Yes / No / N/A. If "Yes", what date was it issued? If "No", have you applied for a green card? Yes / No / N/A. If "Yes", when did you apply for a green card?
8b. Did you ever have a green card? Yes / No. If "Yes", when did you have a green card?
9. Have you abandoned a green card, or relinquished U.S. citizenship since 1995? Yes / No. If "Yes", indicate date Do you have any other nonimmigrant U.S. visa? Yes / No. If "yes", type (F,J) U.S. visa number, if any
10. Please attach the following details regarding each dependent child: Name Child's country of birth Child's DOB Child's U.S. Social Security Number or U.S. ITIN Child's income Adoption expenses, if any
11. Is any dependent child either a U.S. citizen or green card holder? Yes / No. If "Yes", please provide details.
12. Was the child a full time student at a secondary institution? Yes / No. If "Yes", please provide details of tuition. expenses and the institution. Was the child temporarily or permanently disabled during the year? Yes / No
13. Did each dependent child live with you the entire year? Yes / No. If "No", please explain why.
14. Did you and your family have health insurance coverage (that qualifies as minimum essential coverage under the Affordable Care Act) for the entire year? Yes / No. If "No", please explain why.
15. For what tax year did you last file a U.S. tax return? If we did not prepare it, please attach a copy.
16. Did you receive any correspondence from the Internal Revenue Service regarding your prior year tax return? Yes / No. If "Yes", please attach a copy.
17. Do you want your refund directly deposited in your U.S. bank account? Yes / No. If "Yes", please provide the following: Name of your bank Name(s) on account Type of account Bank account number and Bank routing number
18. Are you attaching a copy of a "foreign country" tax return to this questionnaire? Yes / No. If "Yes", does it include all your worldwide income for the year? Yes / No. If "No", please attach a summary of your worldwide income for the year. Also, please provide copies of all your foreign income reporting slips (i.e. T4, T5 etc.)
19. Please provide a complete description including the unit of currency of the following expenses you incurred during the year: Unreimbursed medical expenses Medical insurance premiums Long-term care premiums Mortgage interest & points on a primary & secondary residence Investment interest Casualty losses/ theft Taxes on a primary & secondary residence Other taxes Charitable contributions Educator expenses College tuition expenses Interest on student loans Alimony paid Child care expenses Health Savings Account (HSA) contributions Sales tax on purchase of boats, cars, planes, etc. Energy saving expenditures Premiums paid on non-U.S. life insurance policies
20. Please provide details and amounts of any U.S. taxes withheld or paid with respect to the above calendar year. (a) Overpaid with prior year's return and applied to above calendar year? (if we did not prepare your prior year U.S. tax return) (b) Estimated tax payments made for the above calendar year including dates and amounts (c) Paid with the extension for the above calendar year? (if we did not prepare your prior year U.S. tax return)
21. Did you ever receive a first time U.S. homebuyer tax credit? If "Yes", please explain. Yes / No
22. Did you own or sell any Canadian, European, or other non-U.S. mutual funds or exchange traded funds (ETFs) at any time during the year that were not in your RRSP, RRIF, or LIRA? Yes / No
If "Yes", please complete the separate organizer "Passive Foreign Investment Company Organizer", and please contact us immediately. Tax may be due with penalties for late payment.

Please complete reverse side also



- 23. Did you sell any other assets (stocks, bonds, real estate, Bitcoin or other cryptocurrencies, etc.) during the year? Yes / No _____
If "Yes", please contact us immediately. Tax may be due immediately with penalties for late payment.
Please provide the cost of the initial purchase, the date of purchase, sale proceeds, and date of sale.
- 24. Did you have a foreign (non-U.S.) bond or note mature during the year? (For example: a corporate or government bond that became due) Yes / No _____
If "Yes", please provide the cost of the initial purchase, the date of purchase, sale proceeds, and date of sale.
- 25. During the calendar year did you convert Canadian dollars or other non-U.S. currency into U.S. dollars Yes / No _____
If "Yes", please provide details. Exclude any conversions for purposes of tourism in the United States.
- 26. Do you have any account held in trust for minor children? If "Yes", please provide details. Yes / No _____
- 27. Did you receive annuity payments during the year? If "Yes", please provide details on an attached sheet. Yes / No _____
- 28. Did you roll over a traditional IRA account to a Roth IRA account If "Yes", please explain. Yes / No _____

CANADIAN PENSION PLANS (INCLUDING LIFs, LIRAs, RRSPs, RRIFs, ETC.), RESPs & TFSAs

- 29. Were you the owner or beneficiary of any of the following Canadian plans: a registered pension plan or deferred profit sharing plan, an RESP, TFSA, RRSP, RRIF, LIRA, LIF, LRSP, (or equivalent)? Yes / No _____
If "Yes", please complete the separate Organizer "Organizer for Non-U.S. Pension Plans, RRSPs, RRIFs, TFSAs, & RESPs".

OTHER (NON-U.S.) PENSION PLANS

- 30. Do you belong to any other non-U.S. employer or private pension (e.g. Australian, European, or other non-U.S. Plan)? If "Yes", please complete the "Organizer for Non-U.S. Pension Plans, including RRSPs, RRIFs, TFSAs, & RESPs". Yes / No _____

OTHER IMPORTANT REPORTING REQUIREMENTS

Please complete and IMMEDIATELY RETURN the attached "FBAR & FORM 8938 ORGANIZER". The original due date for the FBAR Form is due April 15th and potentially significant penalties apply for late filing of the FBAR.

- 31. Do you own any interest in a U.S. corporation, trust, or partnership which has a foreign financial account? Yes / No _____
If "Yes", please contact us immediately.
- 32. At anytime during the year, did you and/or your family own directly, or indirectly, or by attribution, a Canadian, European, or other non-U.S. private corporation? If "Yes", please contact us immediately. Yes / No _____
- 33. Were you or your spouse an officer or director of any non-U.S. corporation during the year? Yes / No _____
- 34. At any time during the year, did you and/or your family own directly, or indirectly, or by attribution, 10% or more of any Canadian, European, or other non-U.S. partnership? Yes / No _____
- 35. During the year, did you transfer any cash or other property to a non-U.S. corporation or partnership? Yes / No _____
- 36. During the year, did you receive any cash or other property from a non-U.S. corporation, or partnership? (Other than dividends from publicly traded corporations.) Yes / No _____
- 37. During the year did you create or were you considered an owner of any non-U.S. trust? Yes / No _____
- 38. During the year did you receive any money or property from a non-U.S. trust, or transfer any money or property to a non-U.S. trust? Yes / No _____
- 39. Were you the executor of any deceased individual that had a connection or transaction with a non-U.S. trust? Yes / No _____
- 40. Do you have any connection whatsoever with any non-U.S. trust, including mutual funds and income trusts? Yes / No _____
- 41. Did you make or receive any gifts or inheritances during the year? Yes / No _____
If "Yes", was this person previously a U.S. citizen or green card holder? Yes / No _____
- 42. Do you have an interest in any non-U.S. entity that is a "disregarded entity" for U.S. tax purposes? Yes / No _____

If you answered, "Yes" to any of the above items 31-42, PLEASE PROVIDE COMPLETE DETAILS. A US \$10,000 PENALTY OR MORE MAY APPLY FOR FAILURE TO COMPLY WITH U.S. DISCLOSURE REQUIREMENTS BY MARCH 15TH OR APRIL 15TH.

OTHER IMPORTANT INFORMATION (PLEASE COMPLETE THE APPLICABLE SECTIONS)

- 43. Did you receive salary income from a non-U.S. source? Yes / No _____
If "Yes", please provide:
(a) Total salary earned, expressed in Foreign Currency _____ U.S. Dollars _____
(b) Foreign tax paid, expressed in Foreign Currency _____ U.S. Dollars _____
(c) Employer name and address _____
(d) Occupation _____ (e) Date you became a resident of the foreign country _____
(f) You [] own or [] rent your foreign home.
(g) Attach a list of all your housing expenses and if you were reimbursed by employer.
(h) Provide dates you were in the U.S. during the tax year _____

- 44. Do you have a foreign visa? Yes / No _____. If "Yes", Type _____ Terms _____

45. If you have not answered all questions & supplied all documents requested on this organizer, please explain, otherwise your tax return may be delayed and/or the fee may be increased due to the extra time required.

Signed: _____

PLEASE ATTACH A COPY OF YOUR "FOREIGN COUNTRY" TAX RETURN FOR THE TAX YEAR, IF ANY.

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 Website: www.taxintl.com

Please include a US \$850 retainer payable to "The Brunton, Strachan & Khan CPA Firm" with this organizer.

If you wish, retainers can be paid online with a credit card. Please go to our website 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.