



LAVATAI TAX SERVICE

Phone Numbers:
(562) 788-7389 • (562) 867-3002
14600 Lakewood Blvd.
Bellflower CA 90706

Hours During Tax Season (Jan. - April):
8am to 8pm, Monday - Friday • 8am to 6pm Saturday
Hours Off Season (May - Dec.)
By Appointment

General Information:

- Legal name and social security number(s) for you and spouse
- Tax ID number if applicable
- Current address
- Bank account routing info for direct deposit
- Last year's tax returns – if needed
- Dependent information: birthday(s) and social security number(s)

Income Sources:

General Tax Documents:

- W-2s from all sources
- Unemployment and State tax refund (1099-G)
- Self-Employed Forms 1099-MISC
- Schedules K-1, income not reported on 1099s
- Cancellation of debt form (1099-C)
- Social security
- RRB income (1099-SSA, RRB-1099)
- Business and rental income

Retirement Income:

- Pension/IRA/annuity income (1099-R)
- Traditional IRA basis (taxed amounts contributed to the IRA)

Dividends From Savings & Investments:

- Interest, dividend income (1099-INT, 1099-OID, 1099-DIV)
- Income from sale of stock or other property (1099-B, 1099-S)
- Dates of acquisition, cost records or other basis in property you sold (not reported on 1099-B)
- Health Savings Account - HSA (1099-SA)
- Long-term care reimbursements (1099-LTC)
- Estimated tax payments made (Form 1040ES)
- Refund applied to current tax or amounts paid with extension

Other Income Sources:

- Gambling (W-2G)
- Jury duty
- Prizes and awards
- Trusts
- Royalty Income 1099 Misc.
- Any other 1099s received
- Record of alimony paid/received (ex-spouse's name and SSN)

Deductions and Credits:

Home Ownership:

- Forms 1098 or other mortgage interest statements
- Real estate and personal property tax payment records
- Receipts for energy-saving home improvements
- All other 1098 forms

Business Deductions:

- Expense records (receipts, check registers and credit card statements)
- Business-use asset depreciation information (cost, date placed in service, etc.)
- Home office - home size/office size, business related home expenses
- Rental Income records – income and expenses
- Rental asset depreciation information (cost, date placed in service, etc.)
- Estimated tax payments you have made (Form 1040ES)
- Expenses related to your investments

Charitable Donations:

- Cash amounts donated to church, schools, other charitable organizations
- Records of non-cash charitable donations
- Amounts of miles driven for charitable or medical purposes

Medical Expenses:

- Amounts paid for healthcare insurance including to doctors, dentists, hospitals
- Health Insurance – Form 1095-A – Marketplace (Exchange) or Covered California
- Form 1095-B and/or 1095-C if you had insurance coverage through any other source (employer, insurance company, government health plan, Medicare, Medicaid, CHIP, TRICARE, VA, etc.)

Childcare Expenses:

- Records for Childcare (provider's tax ID if applicable).
- Amounts paid to licensed day care or family day care.
- Wages paid to a baby-sitter (don't include expenses paid through a flexible spending account)
- Classroom expense Receipts (for educators in grades K-12)

Educational Expenses:

- Forms 1098-T from educational institutions
- Receipts that itemize qualified educational expenses
- Records of any scholarships or fellowships you received
- Form 1098-E if you paid student loan interest

Retirement & Other Savings:

- Form 5498-SA showing HSA contributions
- Form 5498 showing IRA contributions
- All other 5498 series forms (5498-QA, 5498-ESA)

State & Local Taxes or Sales Tax (where applicable):

- Amount of state/local income tax paid (other than wage withholding), or amount of state and local sales tax paid
- Invoice showing amount of vehicle sales tax paid
- Casualty and theft losses, damages and insurance reimbursement

This is a typical Check List, not all items apply to everyone and additional information may be needed.