ABOUT THIS TAX ORGANIZER

Our most comprehensive tax organizer is suitable for almost any taxpayer, for individuals first and then up to and including small businesses "generic worksheets" for sole proprietorships, Limited Liability Companies, partnerships, S" corporations and regular "C" corporations. It includes sections for individual taxpayers who have "investment income(s)", plus individual itemized deductions (1040 Schedule A), child care, office in the home, education and tuition expenses, home sales, cancelled debt income (sometimes taxable, sometimes not), moving expenses for employment purposes, and even home and/or business energy credits….just to name a few.

ABOUT THOMAS AVERY BLAIR, ENROLLED AGENT

Tom began his professional career in taxation in 1981, operating primarily in and around Western Michigan. He has over the course of some 43 years' time taken literally thousands of hours of quite a wide variety of financial services and taxation-related classes, "continuing professional education (CPE)" courses and seminars. Tom successfully passed federal SEE tests and background checks in 2006, became a federally-licensed Enrolled Agent June 13th 2007, and now typically completes 24 to 40 hours (or more) of **Continuing Professional Education** (CPE) **courses in taxation specifics** per year. He is currently a full member of and has access to the member-resources of not only the National Association of Enrolled Agents (**NAEA**) but also those of the National Association of Tax Practitioners (**NATP**), Florida Society of Enrolled Agents (**FSEA**) and Georgia Association of Enrolled Agents (**GAEA**).

In addition to having his PTIN credentials in order, Thomas Avery Blair is also a federally-licensed Enrolled Agent. He is today not only a tax preparer, but he is personally and professionally also authorized to represent taxpayers before the three (3) IRS administrative divisions (i.e.: Examinations, Collections and Appeals). You can learn more about Enrolled Agents at web sites www.naea.org and also at www.irs.gov online. Tom is also experienced in ***"wealth retention" consulting***, a service whereby the taxpayer may ethically reduce or avoid altogether in some situations some tax or taxes in part or on the whole by basic tax planning, business entity construction or re-construction, personal holding of precious metals investment vehicles, etc.

Four types (one of them new) of legitimate tax preparers in or around mid-2012

1. **State-licensed and tested Tax Attorneys**
2. **State-licensed and tested Certified Public Accountants (CPAs) (having "taxation education and experienced credentials"…*not all CPAs deal with taxes or even taxpayer representation before the IRS)***
3. **Federally-licensed Enrolled Agents (EA) (the EA designation is the only one of these four professions described by the IRS as "tax professionals" in the federal regulations)**
4. **(New) Federally-registered RTRP (Registered Tax Return Preparers) "candidates" who are currently in process through courses, tests and background checks to complete tax returns for taxpayers for compensation without credentials as a tax attorney, CPA or EA.**

Thomas Avery Blair, Enrolled Agent and General Manager

Tom Blair Services, Inc. (Note: Signage now reads "*Country Law & Tax Services*")
***Mail:* P O Box 814, Callahan, FL 32011-0814**
***Physical*: 542766 US Hwy 1 (Northbound) Callahan, Florida 32011-6498**
(9/10th of a mile Northbound and on the right from intersection of US 1 and US 301 in Callahan, Florida)

Toll-free: 888-250-5687 or direct dial (904) 879-6336
Web site: www.TomBlairEA.com

TAX SEASON HOURS BY APPOINTMENT

From January 17th 2012 through April 17th 2012
11 a.m. to 7 p.m. Seven days a week!

Your tax appointment is scheduled for: Monday-Tuesday- Wed. -Thursday- Friday- Saturday- Sunday @ Date: ___________ 2012 at _____
Please do notify this office 24 hours before or earlier if you are unable to keep your SCHEDULED APPOINTMENT. You may be otherwise charged a $35 "no show" fee this tax season.

"Generic" TAX ORGANIZER - FEDERAL FORM 1040 Schedules A
Plus as required Schedules B-C*-D*-E*-F* and/or Forms 2106*-4562*-4797*-4835*-6252* (*Business)*

Tom Blair Services, Inc., P O Box 814 Callahan, FL 32011-0814 @ 542766 U S Hwy 1, Callahan, FL 32011-6498
(904) 879-6336 or 1-888-250-5687 ---------- Web site: www.TomBlairEA.com ---------- SKYPE: Thomas.BlairEA

Thomas Avery Blair is both federally registered as a paid tax preparer and is federally licensed as an Enrolled Agent as well. He is also a member of NAEA, FSEA, GSEA and NATP and has 30 years' experience in taxation.

Names As They All Currently Appear on Social Security Administration Records (Please do provide SSN cards or copies thereof):

Taxpayer __________________________________ SS No. ____________________ Birth date: ____/____19____ Sex: Male or Female

Spouse ___________________________________ SS No. ____________________ Birth date: ____/____19____ Sex: Male or Female

Address: ____ Telephone (Home) (____) ________________Available from ______To________
____ Telephone (Work) (____) ________________Available from ______To________
Cell Phone: (____) __________________Cell Phone: (____) ____________________ E-mail Address:
____

Occupation: Taxpayer ___________________________________ Spouse ____

Check One: [] Single [] Married Filing Joint [] Surviving Widow/Widower [] Married Filing Separately (enter spouse's name/SS No. Above) [] Unmarried Head of Household (*WARNING*: Inaccurate Marital Status May Cause IRS Audit, Denial of Credits, Etc.)

Dependents Full Name F-M- L	Birthdate DD/MM/YY	Social Security Number*	Relationship	Number of Months lived in your home throughout 2008

******A personal exemption is disallowed for any dependent unless the Social Security number is provided on the tax return.***

Members of your family attending college may make you eligible for a Hope Scholarship Credit, Lifetime Learning Credit, or Tuition and Fees Deduction. # Students_________ (Please Mark an "X" alongside "Number of Months" for College and Trade School Students)
Taxpayer: 65 or over? Blind or/Disabled? *Deceased? Spouse: 65 or over? Blind or Disabled? *Deceased?

***This required "due diligence" checklist below could help you remain fully compliant with IRS regulations*. Please answer and also provide accurate and available supporting information. Data Pertains *only* to current Tax Year. Please do mark each and every question either [] Yes or [] No and we will save you both time and money.**

Yes No
[] or [] Did you receive any employer-provided educational assistance? Amt: $ ________
[] or [] Did you incur any educational expenses on behalf of yourself, your spouse, or a dependent?
[] or [] Do you or your spouse have any kind of pension, profit-sharing, 401K, Retirement, Keogh, IRA, Roth or any other tax sheltered annuity plan? If yes, please circle above which ones.
[] or [] If yes, were you or your spouse at least 70 ½ years of age on Dec. 31st?
[] or-[] Did you make a distribution to charity from a traditional IRA or Roth IRA?
[] or [] Did you withdraw IRA, 401(k), 403(b) or other qualified pension plan funds during the year? If so, please indicate the amount of funds Withdrawn: $________ Date: ___________ Re-deposited: $___________ Date: __________
Were any funds withheld? [] Yes [] No Amount: $____________ (Please provide Forms 1099-R types of statements)
Were the withdrawn funds used to pay medial expenses? [] Yes [] No
[] or [] Were you called to active military duty before you withdrew the amounts?
[] or [] *If you are self-employed*, did you pay health insurance premiums for yourself and your family? Amt: $ _________
[] or [] did you pay alimony? If yes, paid to: (Full Name Please): ____
Social Security Number as shown on Social Security Admin. Records: _____/____/_______; Amount Paid in 2008: $ ________
[] or [] Did you have any adoption expenses? Amt: $ _______; or, perhaps, adoption expenses carryover from prior years? Y or N
[] or [] Did you receive gifts in excess of $13,000 from a person, foreign or otherwise, during tax year 2011?
[] or [] Did your college student receive educational benefits under a prepaid tuition program (for example IRC Sec 579 Prepaid Tuition)?
[] or [] Did you receive any IRS notices of any type in 2011? If yes, please provide tax pro with such notices for review purposes.
[] or [] Did you receive an advance child tax credit payment? If yes, then how much? Amount: $_______________
[] or [] Have you ever qualified for the Earned Income Tax Credit? Have you ever been disqualified for the EITC? Y or N
[] or [] Did you have a casualty of theft loss? If so, attach itemized list (including original cost and the value on date of loss), insurance information regarding coverage, reimbursement and police report.
[] or [] Did you purchase an alternative motor vehicle (energy efficient)?
[] or [] Did you purchase alternative energy sources for your personal residence, such as solar water heaters, solar electricity generating equipment, geothermal heat pumps or wind turbines and/or fuel cell plants?
[] or [] *If an educator*, did you have out-of-pocket classroom expenses? *If yes*, then how much could you *prove at audit*? $_________
[] or [] *Do you need a transcript of prior year tax return(s)*? (There are fees for this service---always best to have prior returns available).

Estimated Tax Payments (You May Have to Provide Front and Back Photocopies of Checks or Proof of Payment in the Event of IRS Inquiries)

	1st Quarter 2011			2nd Quarter 2011			3rd Quarter 2011			4th Quarter 2011				
Type	Date Paid	Amount		Date Paid	Amount		Date Paid	Amount		Date Paid	Amount		2011 TOTAL	
Federal														
State														
Other?														

Wage Income (Please Provide Actual W-2 Documents…Other W-2 data boxes have bearing on some tax matters)

Employer's Name	**T or S**	**Wages**		**Federal W/H**		**FICA**		**Medicare**		**State W/H**		**Other**	

Retirement Benefits Received (Enclose all 1099R Forms)

Payer	**T or S**	**Amount**	**Plan Type**

Questions or Comments: ____
____
____
____
____

Interest Income (Enclose all 1099-INT Forms or Seller Financed Mortgage and/or Loan Amortizations and/or Actual Payment Ledgers)

Payer	**T or S**	**Amount**		**Seller Financed Mortgage**		**Early Withdrawal Penalty**		**Tax Exempt (Y or N)**

Total Municipal Bond Interest Earned this tax year: $___________ (likely not taxable on federal, but may be taxable on various state returns)

<u>For seller financed mortgage</u>: Buyer's name, Soc. Sec. No. and addresses: ____
SS _____/____/_____ and mail address, including zip code: ____
Interest $________ Principal $________ Received during this tax year. This is Installment Income and may include both taxable interest and non-taxable income (i.e.: "return of principal" versus "capital gains")

Dividend Income (Enclose all 1099-DIV Forms; Some Dividends Qualify for Capital Gains Treatment)

Payer	**T or S**	**Total Amount**		**Capital Gain Dist.**		**Non-Taxable**	

Do you have funds in a foreign account? [] Yes [] No (This is mandatory information---failure to provide may have potential "draconian", some say, civil and criminal consequences, up to IRS penalties of up to half the dollar amount(s) plus possible criminal prosecution !)

Did you have any stock sales this tax year? If yes, submit all 1099B forms. [] Yes [] No (This can be complicated; bring all prior records we may need to prove your full basis in the investment sold, i.e.: Original purchase date(s), re-invested dividends, stock splits, etc.).

Other Benefits/Income Received (Enclose all 1099, SSA-1099, RRT-1099, K-1s and other Misc. Forms)

	Social Security	Unemployment	Alimony	State Refund	Other
Taxpayer					
Spouse					

Capital Assets Sold (Securities, Real Estate, etc.) Attach Forms 1099B and 1099S

Description of Property	Date Acquired	Date Sold	Sale Price	Depreciation Taken (if applicable)	Cost or Basis

*To qualify for long term capital gain rates, assets sold must have been held for more than one year…with some exceptions like collectibles.

Rental Income (Attach 1099 Forms, if any received)

Property Description	A-1	B-1	C-1	A-2	B-2	C-2	Unclassed	Totals
Gross Income								
Expenses								
Advertising								
Auto & Travel								
Cleaning & Maintenance								
Commissions								
Insurance								
Professional Fees								
Mortgage Interest								
Other Interest								
Repairs								
Supplies								
Taxes								
Utilities								
Wages/Schedule								
% Occupancy by Taxpayer								

Depreciable Asset Additions and Bring With You All Related Financing Documents (there may be more deductions there!). If you do not have a depreciation lapse schedule from previous tax years, bring those previous federal tax year returns to the preparation appointment.

For Schedule C, E, F, 2106	Description	Date Purchased	Cost	Trade-In (if any)

Improvements to Personal Residence Note: If you refinanced your home this year, please bring a copy of your closing statement.

For Schedule C, E, F, 2106	Description	Date Purchased	Cost
MEMO: (1)	Please provide copy of your mortgage escrow statement		
(2)	Please call for and document all finance charges on auto, credit card lenders and business vendors for this tax year		

We are obligated by federal regulations to establish an accurate "basis" on investment or business property sold; if no records are available, those regulations require we claim a -0- basis on that asset, make all proceeds fully taxable!

NOTE: If there is not sufficient space to provide all data, please do attach a page in a format similar to the worksheet and label it to the appropriate category(ies). You indeed cannot provide too much information at tax time to me!

Business Income (Attach 1099-MISC and P &L Statements)

Business Name _____________ **E.I.N:** _______________
Principal Business Activity is ___________________________
Principal Product is _______________________________
Method Used to Value Inventory [] Cost [] LIFO [] FIFO?
Accounting Method: [] Cash [] Accrual []Other

Income from Business	Amount	
Gross Income………………………		
Less Returns/Allowances……………..		

Cost of Goods Sold		
Beginning Inventory…………………..		
Purchases……………………………..		
Cost of (Production) Labor…………		
Materials and Supplies………………..		
Freight In/Freight Out/Shipping…….		
Other (attach a list)____________....		
Additional List Attached Total____..		
Ending Inventory……………………..		

Potential Deductions From Business Income		
Advertising & Promotions…………		
Amortization (please provide list)		
Auto-Truck Expense…(list)………		
Collection Expense…………………		
Commissions (please provide list)		
Computer-Related……………………		
Professional Dues & Subscriptions		
Employee Benefit Program (list?)		
Equipment Rents/Lease Payments		
Utilities (please provide list)………		
Insurance (please provide list)…..		
Interest—Mortgage (provide statements)		
Interest—Other (please provide list)		
Janitorial & Cleaning & Laundry…..		
Legal & Accounting Fees (list?)		
Office Expense……………………..		
Postage……………………………..		
Rent (Office, Parking & Storage)..		
Repairs & Maintenance………..		
Salaries & Wages (provide W-2s)		
Supplies (please provide list)		
Telecommunications for Business		
Travel for Business……………………		
Total Meals & Entertainment………		
______________________...........		
*Total Additional Schedule Attached		

Farm Name ___________________________________
Principal Activity ________________ **FEIN:** ______________
Accounting Method: [] Cash [] Accrual [] Other
Primary Product is ___________________________________

Farm Income (Attach 1099s that report this data):		
Sales of Items Brought for Resale….		
Cost of Items Brought for Resale…..		
Sales of Livestock & Produce Raised		
(Except for Breeding Stock)		
Feeders & Calves…………………..		
Pigs & Sheep ……………………		
Poultry & Eggs ……………………		
Dairy Products……………………..		
Corn, Peas, etc.. ……………………		
Wheat, Oats, Hay & Straw …………		
Fruit ……………………………...		
Patronage Dividends ………………		
Agricultural Program Payments…….		
Commodity Credit Loans Neglected.		
CCC Loans: Forfeited……………..		
Crop Insurance Proceeds……………		
Federal Gasoline Tax Credit………..		
Other__________________.............		

Deductions from Taxable Income		
Breeding Fees……………………		
Chemicals…………………………		
Conservation Expenses……………		
Custom Hire (Machine Work)……		
Employee Benefits Programs………		
Feed Purchased……………………		
Fertilizers & Lime …………………		
Freight & Trucking………………..		
Gasoline, Fuel, Oil…………………		
Insurance ……………………………		
Interest—Mortgage (provide statements)		
Interest—Other………………………		
Labor Hired …………………………		
Pension & Profit Sharing Plans………		
Rent of Farm, Pasture……………..		
Repairs, Maintenance ……………..		
Seeds, Plants Purchased ……………		
Storage, Warehousing………………		
Supplies Purchased…………………		
Taxes (please provide list)…………		
Utilities (please provide list)………		
Veterinary Fees, Medicine…………		
*See Left Column Additions, if any....		

Form 8829 Business Use of Home Detail: Total Area of Home: _________ **sq. ft.** **Total area Used for Business:** _____ **sq. ft.**
Nature of Business Activity Performed in Home: ___________________________________
Was Another Office Available to You Outside the Home? [] Yes [] No If Yes, need location and miles from home.

If operating a day care business, we will have to address the business hours (_____ to _____) daily, the number of hours per day for preparation (1 hour per day is typical) ____, Then we need the number of days of operation from records:_____. If further "unique to your situation" information is required, your tax pro will inquire for additional details. Please do also provide copies of statements to all your clients/customers for double-check.

Personal Itemized Deductions **SCHEDULE A Related**

Medical

	Amount
Prescription Drugs……………………	________________
Medical Insurance Premiums………..	________________
Long Term Care Ins. Premiums…….	________________
Medicare Premiums…………………	________________
Doctors/Dentists………………………	________________
Clinic/Lab Tests………………………	________________
Hospitals………………………………..	________________
Eyeglasses/Hearing Aids…………..	________________
Orthopedic Shoes/Braces………….	________________
Medical Long Distance Phone……..	________________
Other______________………………	________________
Other:_____________………………	________________
_______ Medical Miles Travelled……	________________
Fares: Taxi, Bus, etc………………….	________________

Do you have a medical savings acct.?___Y or N____

Interest (Need 1098 Forms & Your Mortgage Escrow Stmt.)

Deductible Home Mortgage Interest Paid to
Financial Institutions……………… ________________
Home Equity Interest………………. ________________
Deductible Home Mortgage Int. Paid to Individuals*
Name and Address:*_________________________

Social Security Number: _____/____/______* ____________
*Failure to provide is subject to a $50 penalty each.
Deductible Points (Include Amortization
Points from Prior Years' Records….. ________________
Investment Interest (list):
______________________…………. ________________
______________________…………. ________________
______________________…………. ________________

Taxes

	Amount
Real Estate………………………………	____________
Personal Property……………………	____________
State & Local Income Tax……………	____________
State & Local General Sales Tax………	____________
__________________………………..	____________

Charitable Contributions (Must Have Receipts/Statements)

Cash Contributions*___________…….	____________
_________________________………	____________
Other Than Cash Contributions…….	____________
_________________________………..	____________
_________________________………..	____________
______Miles for Charity ……………	____________

*Contributions of $250 or more require written substantiation from the organizations.

Miscellaneous Deductions Subject to 2% AGI

Unreimbursed Employee Bus. Exp. (List)	____________
Union & Professional Dues………	____________
Safe Deposit Box Rental……………..	____________
Tax Return Preparation Fee…………	____________
Business Publications……………..	____________
Business Telephone Calls………	____________
Tools, Supplies, Equipment…………	____________
Employment-Related Education……	____________
Investment Expenses……………..	____________
Hobby Expenses Calculation/Worksheet	____________
Other________________________….	____________

Miscellaneous Deductions Not Subject to 2% AGI

Gambling Losses (limited to winnings)	____________
Other: ______________________________	____________
Other: ______________________________	____________

Household Employee Information

Household Employer Identification Number: ______________________________ (Improper to Use Your Soc. Sec. No. Here)
Did you pay any one household employee this tax year? [] Yes [] No If yes, please provide copy of the Forms W-2 and W-3 showing data.
Did you withhold Federal income tax this tax year at the request of any household employee? [] Yes [] No
Did you pay cash wages in any calendar quarter of this tax year to household employees? [] Yes [] No Which Quarter(s)? 1 2 3 4
Was the employee under age 18? [] Yes [] No Student? [] Yes [] No Driver License No. and State: ________________________
Do you have a Form I-9 on file for your household employee? [] Yes [] No (Note: Homeland Security Requires One)
Household Employee Name on Soc. Sec, Card: __________________________ Soc. Sec. No. On Physical SSN Card: _____/____/_______
Address: ____Zip Code: __________ Phone #:_______________________

Gross Wages	FITW	SS Withheld	Employer Share FICA	Advance EIC	FUTA	State Unemployment

Moving Expenses (Form 8903)

Enter No. of miles from your old home to your *new* workplace ______Miles (wwwMapquest.com report is best to use).
Enter No. of miles from your old home to your *old* workplace ______Miles (www.Mapquest.com report is best to use).
Date of Move___/___/___ and Arrival at New Location Date: ___/___/___. Reason for Move: ___________________

	Amount		Amount
Cost to Ship and Pack Household Goods…	_______________	Reimbursements (on W-2)? [] Yes [] No	_________________ ***
Cost to Travel to New Home………….	_______________*	Other: _________________________	_________________
Cost of Lodging During Move…………	_______________**	_____________________________	_________________

*Mileage, Airfare, Other; **Overnight Stays Lodging; ***Reported to IRS and even if not, still must be claimed on your 1040. Also, if you paid someone to drive your car, van, 2nd car, RV or Motor Home to your new home location, those expenditures for driver's pay, driver's meals and even lodging for drivers may also be deductible IF YOU HAVE RECORDS TO PROVE THE EXPENDITURES….Yes, receipts are needed to substantiate specific costs and dates.

____
____

Employee Business Expense (Form 2106; or May Qualify Elsewhere with "Reasonable and Necessary" Explanations)

Travel Expense	Amount	
Air Fares…………………………		
Auto Rentals……………………		
Entertainment……………………		
Garage……………………………..		
Hotel/Motel………………………		
Meals……………………………..		
Parking……………………………		
Postage…………………………….		

Automobile Expense (NO LOG = NO DEDUCTION AT AUDIT)

Total Miles Driven	Car 1	Car 2
Total Mileage		
Business Mileage		
Business Use %		
Average Daily Commuting		
Written Records Available	Y/N	Y/N
Is another vehicle available for personal use?	Y/N	Y/N
Is an employer-provided vehicle used in this year?	Y/N	Y/N

*********FOR THE ENTIRE TAX YEAR PLEASE*********

	Car 1	Car 2
Actual Automobile Expenses		
Gas & Oil		
Insurance		
Licenses		
Lubrication		
Repairs		
Tires, Tire Repair		
Wash, Wax, Detailing		
Tags		
Other:		

NOTE: You are required by IRS to provide a log of business mileage. Failure to do so means potential loss of all such undocumented/unsubstantiated expenses on your tax returns and will also generate other penalties at audit.

Questions or Comments:________________________________
____
____
____

Yes, we do need beginning and ending odometer readings and prior year tax returns that include mileage data on the same vehicles because there are depreciation factors needed to be known and are typically useful and duly displayed on those prior year returns.

Child Care Deductions (Number of Dependents Qualifying: ____) For *Form 2441*=Best to Have a Statement With Data On It.

Provider's Name & Address (Include Individual's Name and/or Org. Name)	SS No. or Federal ID	Amount	

Did you receive employer-provided dependent care assistance benefits? [] Yes [] No Amount: $____________*Must be Claimed

Sale of Personal Residence (Attach copy of closing/settlement statement)
Did you own a property on which the mortgage was foreclosed in 2010? [] Yes [] No Any Debt Forgiveness Involved? [] Y [] N

Date Old Residence Acquired	*Cost or Basis of Old Residence*
Cost of Improvements (landscaping, driveway, roof, etc.)	
Fixing Up Expenses (painting, repairs, etc.,) to Prepare for Sale	
Date Old Residence Sold	*Selling Price*
Expenses of Sale (commissions, legal fees, points, deed stamps, etc.)	
Was any part of residence rented or used for business? [] Yes [] No	
Was it your principal place of residence for 2 of the last 5 years, ending on date of sale? [] Yes [] No	
Date New Residence Acquired (or construction began)	
Date you occupied new residence	*Cost of New Residence*
If married do both you and/or your spouse meet the ownership and residence requirements? [] Yes [] No [] Doubtful	

Do you wish to designate your tax preparer or someone else to be contacted by the IRS in case any questions arise regarding your tax return? If yes, name the person. [] Yes [] No ________________________________ Note: Form 2848 Recommended

TO THE VERY BEST OF MY DUE DILIGENCE EFFORTS, THE INFORMATION PROVIDED BY ME HEREIN TO THE TAX PROFESSIONAL IS CORRECT AND INCLUDES ANY AND ALL INCOME(S) and INCOME SOURCES, AND ALL OTHER PERTINENT INFORMATION WHEREBY MY TAX RETURN(S) FOR TAX YEAR 2011 WILL BE FOUND IN ALL MATTERS HEREIN FEDERALLY TAX COMPLIANT IN THE EVENT OF AN IRS AUDIT.

X________________________________ DATE________ X________________________________DATE________

Appointment date to remember: Time: Call (904) 879-6336

My firm was audited (at my office) for IRS compliance issues on December 14th 2011. My firm passed this IRS compliance "double-check" 100% and none of my tax clients themselves were examined, but the IRS auditor advised me privately that the IRS is "cracking down" on taxpayers and tax preparers alike due to "ObamaCare" regulations during 2012 and 2013. Advice: "Don't Mess with IRS!"

Revised Tax Facts Sheet (revision effective dates shown) January 2012

- **IRS no longer mails out documents automatically** via USPS. If you need IRS forms or instructions, you may download them from web site www.irs.gov but if you need Forms W-2, W-3, 1099s, etc. you must purchase your own from a retailer (I use Staples, Inc.).
- **For the most part, IRS requires substantiation of all claims for tax deductions and/or tax credits** *or the benefits for claiming such deductions and/or tax credits are forfeited and may also generate additional taxes, penalties and interest.* IRS has doubled the number of field auditors who will be visiting homes and businesses during 2012 and 2013 (as part of the provisions of "ObamaCare").
- **Paid tax preparers are now also subject to fines for errors on tax returns** to the potential "tune" of $1,000 per occurrence, and up to $250,000 per year for intentional and unintentional errors on tax returns…a whole new "risk factor" and enough risk so as to drive literally hundreds of thousands of paid tax preparers out of that business. You can learn more about this at www.irs.gov and if you search for IRS Circular 230.

Revision 1/1/2012: Taxpayers need to know that e-filing 2011 tax returns can begin on January 17th 2012 and will end sometime in October 2012 if extensions have been filed and taxes due have already been paid by 4/17/12 deadline date.

Revision 1/1/2012: Due date for 1040 filing or tax form filing extension applications for 2011 1040 is Tuesday, April 17th 2012. Don't forget this important fact: Extensions pertain only to granting taxpayers more time to file their final 2011 tax return itself, but the taxes themselves are all due and payable on this precise deadline date.

Revision 1/1/2012: W-2 Forms, 1099 Forms, Mortgage Statements, etc. are supposed to be post-marked not later than Tuesday, January 31st 2012.

Reminder 1/1/2012: Just as in all years passed, *it looks like NO over-the-counter or online tax software will again be fully federally tax compliant until March 15th 2012 or thereafter*. Same old, same old…no tax software has ever been fully tax compliant with federal regulations before March 15th of any year … not ever and apparently not this year either.

Revision 1/1/2012: WORDS TO THE WISE: Taxpayers with a business should seriously consider changing their legal and tax entity to a regular "C" corporation particularly for "wealth retention" and long-term tax planning (toward ethical and legal tax avoidance, not unethical or illegal tax evasion) purposes.

Reminder 1/1/2012: If you owe taxes on your personal tax return or corporate tax return, and failed to meet every estimated payment obligation, it is best to file and pay by or before Monday January 31st 2012 to avoid some or all penalties and interest on failure to make full quarterly tax payments on time for 2011.

Reminder 1/1/2012: CORPORATE TAX RETURNS TO THE FEDERAL AND STATE GOVERNMENT(S) REMAIN DUE BY MARCH 15TH 2012.

I am providing periodic newsletters to my customers and subscribers to my website and internet "blogs" through www.ConstantContact.com and my website is produced and maintained by www.mycityme.com ; I recommend both these sites especially to my customers who own and operate businesses in 2012. If you don't get my newsletter via e-mail, please call (904) 879-6336 and advise me to add you to my e-mail and "blog" lists.

This document is not copyrighted and may be shared with anyone wishing to use it for gathering their tax information, jotting it down, or otherwise just as a rather thorough (but not exhaustive) check list.