YALEPGC LLP

2025 U.S. Tax Return Checklist

To help you assemble your financial information for the preparation of your tax return, please keep this checklist handy. Complete the checklist and return it to us assembled together with your financial information. If your prior year US tax return was not filed by us, please provide us a copy of the most recent filed US tax return. If you are a US citizen living in Canada, some of the questions may not applicable to you. To send us your documents in a secure manner rather than via email, please use our secure file exchange service: https://files.yalepgc.ca/filedrop/office

Personal Information (For existing clients - please update any changes)

Name ______________________ Birthday (MM / DD / YYYY) ____/____/______

Apt ______ Street # ______ Street Name ______________ City ______________

State/Province ______________ ZIP/Postal Code ______________ PO Box ________

Country ______________ Country of Citizenship ______________ Date of move to U.S. (if applicable) ____/____/______

SSN/ITIN ______________ Type of US Visa (if applicable) ______________

Phone ______________ E-mail ______________

Canadian SIN (if applicable) ______________ Occupation ______________

Marital Status ☐ Single ☐ Married ☐ Common-Law ☐ Separated ☐ Divorced ☐ Widowed

If you have an Identify Protection PIN (IP PIN) setup with IRS, please provide the PIN# ______________

** US Situs bank account for Direct deposit - please provide Bank name, Type, Account number and Routing number

____

Do you authorize IRS to withdraw funds from your bank account for tax owing?

☐ 2025 Tax owing and ☐ 2026 Estimated Tax (quarterly payment required if you owe tax for 2025)

Days stayed in United States in past 3 years: 2025 ________ 2024 ________ 2023 ________

Spouse Information (If Applicable)

Name ______________________ Birthday (MM / DD / YYYY) ____/____/______

SSN/ITIN ______________

Dependent Information (List all dependents if applicable)

Name ______________________ Birthday (MM / DD / YYYY) ____/____/______

SSN/ITIN ______________

	YES	NO	INFORMATION REQUIRED IF YES
EMPLOYMENT & OTHER INCOME			
1. Regular earnings.	☐	☐	W-2 form, provide copies of the W-2 slips.
2. Business and other earnings.	☐	☐	W-2 or 1099 forms, provide copies of the slips, i.e. 1099-NEC, 1099-G, 1099-Misc, for self-employed income - provide summary of income and expense.
PENSION, RETIREMENT, ANNUITY INCOME			
1. Pension/IRA/Annuity income.	☐	☐	1099 – R and other personal income information.
2. Social security.	☐	☐	1099 – SSA.
INVESTMENT INCOME			
1. Interest income.	☐	☐	1099-INT. Taxable interest, interest penalties, interest on US saving bonds or Treasury notes, and tax withheld.
2. Dividend and bond income.	☐	☐	1099-DIV reports the ordinary dividends, total capital gains, qualified dividends, non-taxable distributions, federal income tax withheld, foreign tax paid and foreign source income.
3. Income/gain from stock sale.	☐	☐	1099-B Summarizes transaction, will show gain or loss or brokerage statement.
4. Income from real estate sale.	☐	☐	1099-S provides details of sale of home.
5. Cryptocurrency (i.e. Bitcoin, ETH etc.)	☐	☐	Provide detailed transactions of cryptocurrency.
RENTAL INCOME			
1. Details of owners & partners.	☐	☐	Provide first & last name, % of ownership.
2. Address of property.	☐	☐	Provide complete address.
3. New properties acquired.	☐	☐	Provide purchase legal closing documents & details.
4. Change of use of rental property.	☐	☐	Provide date & details.
5. Sale of rental property.	☐	☐	Provide sale documents & details of sale.
6. Gross revenue (excluding sales tax).	☐	☐	$ ____________________
7. Expenses. Please provide amount per category: (i.e. advertising, insurance, interest, R&M, management fee, professional fee, property tax utilities, travel etc.)	☐	☐	____________________ ____________________ ____________________ ____________________
SALE OF YOUR HOME			
If you sold your house, please provide purchase date, sold date, proceed of sale, cost and additions and selling expense. Indicate period of the house used as principal home.	☐	☐	____________________ ____________________ ____________________ ____________________

	YES	NO	INFORMATION REQUIRED IF YES
OTHER INCOME			
1. Unemployment, state tax refund.	☐	☐	1099 – G.
2. Gambling income?	☐	☐	W-2G or records showing income, as well as receipts.
3. Alimony or child support received.	☐	☐	Full details.
4. Health savings account.	☐	☐	1099 – SA.
5. Tips or gratuities received	☐	☐	Full details.
ITEMIZED DEDUCTIONS			
1. Real estate taxes paid.	☐	☐	Real estate tax bill or mortgage statement.
2. Mortgage Interests paid.	☐	☐	Form 1098 or mortgage statement.
3. Donations cash & non-cash.	☐	☐	$ ______________________
4. Medical expenses.	☐	☐	$ ______________________
5. Investment interest expenses.	☐	☐	$ ______________________
6. Casualty and theft losses.	☐	☐	Provide details of damages and insurance reimbursement.
7. Interest on car loans.	☐	☐	Provide interest paid on new vehicles purchased in 2025 (has to be assembled in USA, finance only).
8. Other deductions.	☐	☐	Provide details of any other deductions you expect to claim.
ALL OTHER DEDUCTIONS			
1. Student loan interest.	☐	☐	Please provide 1098-E. $ ______________________
2. Tuition fees paid.	☐	☐	Please provide 1098-E. $ ______________________
3. Educator expense.	☐	☐	Educator’s qualified unreimbursed expenses. $ ______________________
4. Health savings account contribution.	☐	☐	Form 5498 – SA. $ ______________________
5. Child care costs.	☐	☐	Provide receipts.
6. IRA contributions.	☐	☐	Provide details.
OTHER INFORMATION			
1. Do you have dependents who lived with you and were supported by you?	☐	☐	You may be eligible for US child tax credits. (Valid SSN required for each dependent).
2. At any time during the year, did you receive, sell, send, exchange, or otherwise acquire any financial interest in virtual currency?	☐	☐	Provide details.

	YES	NO	INFORMATION REQUIRED IF YES
ESTIMATED U.S. TAX PAID (Not on Tax slips)			
1. IRS estimated tax paid for the 2025 year.	☐	☐	$ __________Please provide proof of payments.
2. State and local income tax paid for the 2025 year.	☐	☐	$ __________Please provide proof of payments.
CANADIAN VACANT HOME TAX			
Do you own Canadian residential property in major cities (i.e. Toronto, Vancouver, Ottawa, Hamilton, etc.)?	☐	☐	Speak to an accountant. If you own residential property in certain cities, the municipal Vacant Tax filing may be required.
FORM FinCEN 114 (FBAR)			
1. Was the combined value of all your BANK, INVESTMENT & RRSP/ RRIF accounts $10,000 or more outside of United States at any time during the year?	☐	☐	Speak to an accountant for worksheet to complete. May be required to also file form 8938 by the tax return due date. If you own a significant amount of assets outside of United States, speak to an accountant (i.e. over $50K if you live in US, or over $200,000 if you live aboard).
OTHER ACCOUNT INFORMATION			
1. Did you own a TFSA?	☐	☐	Speak to an accountant & provide annual statement of activity.
2. Did you contribute to a RESP (Registered Educations Savings Plan)?	☐	☐	Speak to an accountant & provide annual statement of activity.
FORM 3520 & 3520 - A FOREIGN TRUST ACTIVITIES			
1. Are you a trustee or a beneficiary of a foreign (non-US) trust?	☐	☐	Name & address of beneficiaries & trustees. T3 tax return & financial statements. US tax ID number for beneficiary & trustee.
2. Did you receive gift/inheritance more than $100K from outside of United States?	☐	☐	Provide details of gift or inheritance.
FORM 5471: OWNERSHIP OF A FOREIGN (NON-US) CORPORATION			
1. Do you own directly, indirectly, or constructively 10% or more of stock in a foreign corporation?	☐	☐	Speak to an accountant & provide copy of financial statement.
2. If the answer to the above is yes, do you hold 50% of total combined voting power directly, indirectly, or constructively?	☐	☐	Speak to an accountant & provide copy of financial statement.
FORM 8621: INFORMATION RETURN OF PFIC			
1. Do you own PFIC Investments as a US person?	☐	☐	Speak to an accountant and provide your PFIC Investment details.