January 5, 2015

Dear Client:

It's that time again! We are pleased to once again be sending you a Client Organizer to assist you in gathering the information needed to prepare your 2014 income tax returns. The Client Organizer helps our staff to quickly and accurately prepare your income tax returns, and also identify tax deductions or credits which may be available to you. As you may have heard, 2014 tax returns will include the provisions of the Affordable Care Act (Obamacare). While many tax returns will not be affected, some may be impacted by tax credits, penalties, or possibly both. It is therefore important that you fill in the Client Organizer as completely as possible and return it to us with all of your income tax documents and information. If we prepared your tax return last year, prior year data is included in the organizer for your reference.

The following is a list of key documents that should be returned to us with your organizer, or brought in for your meeting with us:

- A copy of your 2012 and 2013 federal and state tax returns, if not prepared by this firm
- Form(s) W-2 (wages, etc.) or W2G (gambling)
- Form 1095-A, 1095-B or 1095-C regarding health care coverage
- Form(s) 1099 (interest, nontaxable municipal bond interest, dividends, pensions, etc.)
- Schedule(s) K-1 (income/loss from partnerships, S corporations or trusts)
- Forms 1098 (mortgage interest) and 1098-T (college tuition)
- Brokerage statements reflecting investment income and sales of securities (1099-B)
- Closing statements pertaining to real estate transactions (buy, sell, loan, refinancing, etc.)
- Form(s) 593-B for California tax withholding on sales of real estate
- Any tax notices received from the IRS, Franchise Tax Board or other taxing authorities
- If you bought or leased a car during the year, a copy of the purchase or lease contract.

If you have household employees or made payments in the course of a business or rental activity that require the filing of form 1099, remember the due date for these forms is January 31st. We would be happy to assist you with these or any other issues, please contact us as soon as possible. If you have any foreign matters as discussed in the organizer we will need that information now even if you plan to file for extension.

As a reminder, below is a brief review of some of the services that our firm offers to help make your tax filing as seamless and efficient as possible. We are pleased to provide these services to you at no additional cost:

<u>Client Portal</u> – The Nienow & Tierney, LLP Client Portal is available to you 24/7. If you have any questions about logging into your portal, please contact an administrative staff member at (714) 836-8300. Your client portal provides instant access to prior years' tax returns and secure downloading and uploading of sensitive documents to and from our office staff.

<u>Electronic Client Organizer</u> – In addition to the enclosed paper Client Organizer, we can also make available to you an electronic Client Organizer, which allows you to prepare and transmit your 2014 individual tax return data to us electronically. If you prefer to use the electronic Client Organizer instead of the paper version, please email Eunice Castle at eunice@ntcpas.com and your electronic organizer will be uploaded to your Client Portal. Please note that the electronic Client Organizer is only available for Windows-based computers.

When you have completed and submitted your electronic Client Organizer, we encourage you to scan and upload your source documents to your client portal, or you may submit them to us in the enclosed envelope as usual.

<u>Electronic Delivery of Tax Returns</u> - Upon the completion of your 2014 tax returns, our office will send you an email, informing you that your final returns have been completed and saved in your Client Portal. Your returns will remain in your portal, and will be accessible at any time. We will also continue to mail hard copies of your returns to you as we always have, unless you choose to opt-out of receiving hard copies in the mail. There will be an option to opt-out of receiving hard copies of your tax returns on your 2014 Engagement Letter.

<u>Electronic Signature Service</u> – Our office will again be using an electronic signature service to simplify the process of collecting signed Engagement Letters. In addition to the Engagement Letter included herein with the Client Organizer, you will be receiving an email that will allow you to sign the Engagement Letter electronically.

As always, we count it a privilege to serve you. If you have questions about this material or any other matter, please do not hesitate to contact us at your convenience.

Very truly yours,

Nienow & Tiemey, LLP

Nienow & Tierney, LLP

2014 Tax Organizer



	1040 US	Client Information		1
	NIENOW & TIER	NEY, LLP	Tax Return Ap	pointment
	17822 E. 17TH STR			
	TUSTIN, CA 92780-		Date:	
	Telephone number:		Time:	
	Fax number:	(714) 836-8394	Location:	
	E-mail address:	info@nienowcpas.com	Location.	
	E man address.	into@menowcpas.com		
	This tax organize	er will assist you in gathering inf	ormation necessary for the	preparation
	of your Ž014 t	er will assist you in gathering inf ax return. Please add, change, o	or delete information as app	ropriate.
CLIEN	T INFORMATION			
Filing				
Status		and lived with spouse		
	Year spouse died, if quali	fying widow(er) (2012 or 2013)		Filing Status
	First name and initial			Filing Status
	Last name			1 = Single
	Title/suffix			2 = Married filing joint 3 = Married filing separat 4 = Head of household
	the second s			4 = Head of household
Taxpayer	Occupation			5 = Qualifying widow(er)
	Date of birth (m/d/y)			
	Date of death (m/d/y)			
	1=blind			-
	First name and initial			
Spouse				
	Title/suffix			
	Social security number			-
	Occupation			
	Date of birth (m/d/y)			-
	Date of death (m/d/y)			
	1=blind			
	In care of			
	Street address			
Address	Apartment number			
Audress	City			
	State			
	ZIP code			
	Region			
Foreign Address	Postal code			
	Country.			-
/1001035				

<section-header></section-header>	1 p2		
Appayer Home phone			
Work phone Daytime Vork extension Daytime phone (table) Daytime phone (table) Daytime Pager number Pager number Fax number E-mail address Work extension Work extension Vork extension Daytime Pager number Daytime Fax number Daytime phone (table) Vork phone Daytime phone (table) Vork extension Daytime phone (table) Daytime phone (table) Daytime phone (table) Pager number Daytime phone (table) Pager number Pager number Fax number Fax number			
E-mail address Home phone Work phone Work extension Daytime phone (table) Mobile phone Pager number Fax number			
	1 p2		

2014	1040	US	Dependents		2
			Please add, change or delete	information for 2014.	
DEPEN	NDENTS		Deventeri		
First name			Dependent	Dependent	
Last name					Type of Dependent
Title/suffix					
					1 = Child living w/taxpayer
Date of death.					2 = Child not living w/taxpaye 3 = Dependent other than chi
Social security	number			2	4 = Head of household only, not a dependent
Relationship					5 = Earned income credit only
Months lived a	it home				not a dependent
Type of depend					
Earned income					
Claimed by: 1=	=taxpayer, 2=	spouse			Earned Income Credit
			Dependent	Dependent	1 = When applicable (default)
First name			13.5		2 = Student age 19 to 23
Last name					3 = Disabled 4 = Force
Title/suffix Date of birth (r					5 = Suppress
Date of birth (r Date of death.					
Relationship	number				NOTE: If you claim the earned
Months lived a	t home				income credit, please provide proof that your child is a res-
Type of depend					ident of the U.S. This proof is typically in the form of:
Earned income					
Claimed by: 1=					1. School records or statemen 2. Landlord or property man-
			Dependent	Dependent	agement statement
First name					3. Health care provider statement
Last name					 4. Medical records 5. Child care provider records
Title/suffix					6. Placement agency stateme
Date of birth (r	m/d/y)				7. Social service records or statement
Date of death.					8. Place of worship statement
Social security					 9. Indian tribe office statemen 10. Employer statement
Relationship					
Months lived a					
Type of dependent					NOTE: If your child is disabled,
Earned income					please provide one of the fol- lowing forms of proof of disa-
Claimed by: 1=	=taxpayer, 2	-spouse	Dependent	Dependent	bility:
First name				Dependent	1. Doctor statement
Last name					 2. Other health care provider statement
Title/suffix					3. Social services agency or
Date of birth (r					program statement
Date of death.					
Social security					
	dont (soo ta	ble)			
Months lived a Type of depen					
Months lived a Type of depen Earned income Claimed by: 1=	e credit (see				

L

ORGANIZ	ER		
2014	1040	US	Miscellaneous Questions
	I		any of the following items pertain to you or your spouse for 2014, eck the appropriate box and provide additional information if necessary.
	Yes	No	PERSONAL INFORMATION
			Did your marital status change during the year?
			Did your address change during the year?
			Could you be claimed as a dependent on another person's tax return for 2014?
			DEPENDENTS
			Were there any changes in dependents?
			Were any of your unmarried children who might be claimed as dependents 19 years of age or older at the end of 2014?
			Did you have any children under age 19 or full-time students under age 24 at the end of 2014, with interest and dividend income in excess of \$1,000, or total investment income in excess of \$2,000?
			HEALTH CARE COVERAGE
			Did you and your dependents have healthcare coverage for the full-year?
			Did you receive any of the following IRS Documents? Form 1095-A (Health Insurance Marketplace Statement), 1095-B (Health Coverage) or Form 1095-C (Employer Provided Health Insurance Offer and Coverage) If so, please attach.
			If you or your dependents did not have health care coverage during the year, do you fall into one of the following exemption categories: Indian tribe membership, health sharing ministry membership, religious sect membership, incarceration, exempt non-citizen or economic hardship? If you received an exemption certificate, please attach.
			INCOME
			Did you receive unreported tip income of \$20 or more in any month?
			Did you cash any Series EE U.S. savings bonds issued after 1989 and pay qualified higher education expenses for yourself, your spouse, or your dependents?
			Did you receive any disability income?

ORGANIZ	ER		
2014	1040	US	Miscellaneous Questions
			Did you have any foreign income or pay any foreign taxes?
			PURCHASES, SALES AND DEBT
			Did you start a business or farm, purchase rental or royalty property, or acquire an interest in a partnership, S corporation, trust, or REMIC?
			Did you purchase or dispose of any business assets (furniture, equipment, vehicles, real estate, etc.), or convert any personal assets to business use?
			Did you buy or sell any stocks, bonds or other investment property in 2014?
			Did you sell or do you plan to sell any dividend generating stocks or mutual funds during the first 60 days of 2015?
			Did you purchase, sell, or refinance your principal home or second home, or did you take a home equity loan? If yes, please provide closing statements.
			Did you purchase a home in 2014 and you were overseas on official extended duty?
			Did you make any residential energy-efficient improvements or purchases involving solar, wind, geothermal or fuel cell energy sources?
			Did you have any debts cancelled or forgiven?
			Does anyone owe you money which has become uncollectible?
			Did you sell any securities not reported on Form 1099-B?
			RETIREMENT PLANS
			Did you receive a distribution from a retirement plan (401(k), IRA, SEP, SIMPLE, Qualified Plan, etc.)?
			Did you make a contribution to a retirement plan (401(k), IRA, SEP, SIMPLE, Qualified Plan, etc.)?
			Did you transfer or rollover any amount from one retirement plan to another retirement plan?
			Did you convert part or all of your traditional, SEP, or SIMPLE IRA to a Roth IRA in 2014?

ORGANIZ	ER.		
2014	1040	US	Miscellaneous Questions
			EDUCATION
			Did you receive a distribution from an Education Savings Account or a Qualified Tuition Program?
			Did you, your spouse, or a dependent incur any tuition expenses that are required to attend a college, university, or vocational school?
			ITEMIZED DEDUCTIONS
			Did you incur a loss because of damaged or stolen property?
			Did you work out of town for part of the year?
			Did you use your car on the job (other than to and from work)?
			Are your total mortgages on your first and/or second residence greater than \$1,100,000? If yes, please provide the principal balance and interest rate at the beginning and the end of the year.
			Did you contribute property (other than cash) with a fair market value of more than \$5,000 to a charitable organization?
			Did you make any large purchases, such as motor vehicles and boats?
			ESTIMATED TAXES
			Did you apply an overpayment of 2013 taxes to your 2014 estimated tax (instead of being refunded)?
			If you have an overpayment of 2014 taxes, do you want the excess applied to your 2015 estimated tax (instead of being refunded)?
			Do you expect your 2015 taxable income and withholdings to be different from 2014?
			Did you make all 2014 estimated tax payments (if applicable) in accordance with the vouchers provided by our firm?
			MISCELLANEOUS
			Do you want to electronically file your tax return?
			Do you want to allocate \$3 to the Presidential Election Campaign Fund?
			Does your spouse want to allocate \$3 to the Presidential Election Campaign Fund?

ORGANIZ	ER		
2014	1040	US	Miscellaneous Questions
			May the IRS discuss your tax return with your preparer?
			Did you have an interest in or signature or other authority over a financial account in a foreign country, such as a bank account, securities account, or other financial account?
			Did you receive a distribution from, or were you the grantor of, or transferor to, a foreign trust or did you have an interest in any foreign assets or accounts?
			Was your home rented out or used for business?
			Did you have a medical savings account (MSA), a Medicare + Choice MSA, or acquire an interest in an MSA or a Medicare + Choice MSA because of the death of the account holder? Or, were you a policyholder who received payments under a long-term care (LTC) insurance contract or received any accelerated death benefits from a life insurance policy?
			Did you or your spouse have any transactions pertaining to a health savings account (HSA) during 2014? If you received a distribution from an HSA, please include Form 1099-SA.
			Were any distributions from your IRA and/or Roth IRA account(s) distributed to a charitable organization?
			Did you incur moving expenses due to a change of employment?
			Did you engage the services of any household employees?
			Were you notified or audited by either the Internal Revenue Service or the State taxing agency?
			Did you or your spouse make any gifts to an individual that total more than \$14,000, or any gifts to a trust?
			Did your bank account information change within the last twelve months?
			If you own a business organized as a Sole Proprietorship, did you file Form(s) 1099 for 2014?
	partne	ering in	etter serve our clients and fulfill our mission of serving as a core advisor, our clients' vision of success, we have included with our 2014 tax organizer a questions to identify other avenues to proactively assist you.
			OTHER CLIENT SERVICE QUESTIONS (OPTIONAL)
			Do you have a will and/or trust in place?
			Have you updated your will or trust in the past 5 years?

ORGANIZ	ER			
2014	1040	US	Miscellaneous Questions	
			Has anyone reviewed the titling and beneficiary designations on your assets, investment accounts, qualified retirement accounts and insurance?	
			Have you prepared a financial plan for major life events, such as retirement and college?	
			Is someone helping you with your investments and are you satisfied with their services?	
			Do you feel you are properly insured to meet the needs of your family for the future?	
			Are you pleased with the services of your bank or mortgage lender?	
			Have you done any planning for estate and gift taxes?	
			Are you interested in engaging Nienow & Tierney, LLP to perform a "financial checkup" of your personal financial and tax situation?	
			If you own a business, do you have a buy-sell agreement or other succession plan in place? Is the plan funded?	
			Do you feel you are maximizing the benefits of all your employer sponsored and personal retirement accounts?	
			Do you feel that you may need to consider performing year-end tax planning each year to plan for cash flow and minimize taxes?	
			Have you considered increasing your charitable contributions as part of your personal tax and legacy planning? Are you aware of the various incentivized structures available for charitable planning?	

014	1040	US			sit & Estimat			,	3,
			Pleas	e ente	r all pertinent 2014	l information.			
DIRE	CT DEPC	SIT / ELI	ECTRONIC	PAY	MENT (3)				
1=direct	t deposit of fe	deral tax refu	ind into bank ad	count					
1=elect	ronic payment	of balance d	lue				1. A. A.		
1=electi	ronic payment	of estimated	l tax				100		
BANI		IATION							
				ent to				Type of	Туре о
	Name o	of Bank	Dep (xx	osit .xx)	Routing Number	Account N	umber	Account (Table 1)	Invest. (Table 2
				,	5				
		ED TAX	/1040-ES	(6)				2014	
Federa			[Amo	unt Paid	Date Paid	TS	Voucher Am	ount
	yment applied								
	rter payment.								
	arter payment								
	rter payment.								
4th qua	rter payment.		·····						
		. Para i sal							
	Additional E Tax Payn								
	Tux Tuy	lonto							
	th extension .				1000				
Former	spouse SSN i	f joint estima	ites [
State				۵mo	unt Paid	Date Paid	тѕ	2014 Voucher Am	ount
	yment applied	from 2013		Ano		Dale Falu	15	voucher Am	iount
	rter payment.								
	arter payment								
	rter payment.								
4th qua	rter payment.		····;····						
	Additional E	ationated							
	Additional E Tax Payn								
Paid wit	th extension .	• • • • • • • • • • • • • • • • •							
				ı —					
	1	Type of Acc	ount		2	Type of Investment			
		1 = Savings	Jount		1 = Checking or savings (de		ell savings acc		
		2 = Checking	9		2 = Taxpayer's IRA (next ye 3 = Spouse's IRA (next yea	ar limits) 7 = Other	5		
					4 = Health savings account 5 = Archer MSA	(HSA) $8 = Taxpay9 = Spouse$	ver's IRA (curre e's IRA (current	year limits)	
					5 - Archer MSA				

3, 6

RGANIZER				
2014	1040	US	Direct Deposit & Estimates (Form 1040 ES) (cont.)	7.1
			Please enter all pertinent 2014 information.	
lf you h		ayment of 201	4 taxes, do you want the excess refunded? or applied to 2015 estimate?	
2015	FSTIMA		INFORMATION	
Do you	expect your 2	2015 taxable ir	ncome to be different from 2014?	No
	expect your 2 explain any c		ng to be different from 2014?	No
				7.1

ORG/	NIZER		T			-				_									
20)14	1040	US	V	Na	ge	es,	P	ens	io	ons, Gam	bling \	Vini	nings				10, 13	3.1, 13.2
2	WAG	PI ES, SAL/		I	_ast	ye	ar's	t 20 s ar	14 aı nour	mc 1ts	ounts & atta are provide	ch all W-2 d for you	2, W-2 r refe	G and rence.	109	9-R 1	form	s.	
				1=reti	reme	ent		anas	Tine				Tax W	/ithheld					
No.	Name of Employer (Box c)		13)	Wages, Tips, Other Compensation (Box 1)			Federal (Box 2)	Social Security (Box 4)		dicare lox 6)		State 3ox 1		Local (Box 19)	2013 Wages				
	PENS	SIONS, IR	A DIS	TRIB	UTI	10	NS	(1)	3.1)										
		,			-				de #2	Τ				Tax	Wit	hheld	ł		
No.		Dis		A/SEI	ution code #1 EP/SIMPLE		#1		Gross Distribution (Box 1)	Taxable Amount (Box 2a)		Federa			Value of all IRAs ate 12) 12/31/14		2013 Distribution		
										+									
	GAM	BLING W	INNIN	GS (V	₩-2	G)	(1	3.2	:)										
No.		Name	e of Payer				1=:	spou	lse	Gr	ross Winnings (Box 1)	Federal (Box 4)		Tax Withheld State (Box 15)		Local (Box 17)		2013 Winnings
	(13.2)												14 Am	ount		TS		2013 Amoui	nt
																		10 1	

ORG/	ANIZER														
20	014	1040	US		Inte	erest	& D	ivid	lend I	nc	ome				11, 12
	INTE	Please REST IN			inen Last	t 2014 year's	amou amou	unts a unts	& attach are prov	⊨all vid∉	1099-INT ed for you	, 1099-OID r reference	and 1099-D	V forms.	
								Intere	st Income	<u> </u>		Тах-Ехе	npt Interest		
No.	(also for sel	Name of Pay enter SSN & ler-financed r	ver address nortgage)	1=taxp 2=spo	bayer buse	Bar S&Ls, etc. (E	iks	Seller- Financed Mtg. (Box 1)		U.	S. Bonds, T-Bills (Box 3)	Total Municipal Bonds	In-state Municipal Bonds	Early Withdrawal Penalty (Box 2)	2013 Interest
	DIVI	DEND INC	COME	(12)			Di	videnc	l Income			Tax-Exe	npt Interest		
No.		Name of Pay	/er	1=tp 2=sp	Total Divi (Bo	Ordinary dends ox 1a)	Quali Divide (Box	fied Total Capi ends Gain Distr 1b) (Box 2a)		pital rib. a) (% or am		Total Municipal Bonds	In-state Muni-bonds (% or amt.)	Foreign Tax Paid (Box 6)	2013 Dividends
															11, 12

014	1040	US	Miscellane	eous Income			14
		Please en and RRB	ter all pertinent -1099 forms. La	2014 amounts and st year's amounts	attach all 1099-MI are provided for yo	SC, SSA-1099, our reference.	
MISC	ELLANE	OUS INC	OME	2014 Ar		2013 Amou	
Social	socurity bonof	ite (SSA 1000	, box 5)	Taxpayer	Spouse	Taxpayer	Spouse
			99)			-	
			3-1099, box 5)			-	
			its				
Taxable	e scholarships	and fellowshi	ips				
			n W-2			┥ ┝────	
						┥┝───┼──	
						┥ ┝────	
	subject to S/		pperty				
Income	Subject to Sh						
						-	
Other in	ncome (1099-I	MISC, box 3,	8)				
						_	
						-	
						_	
						-	
Federal	income tax w	vithheld	red elsewhere)			-	
						┥ ┝───┼──	

14	1040	US	State & Local Tax Refunds / Unemployment Compensation	14.
		D LOCAL -	ease add, change or delete 2014 information as appropriate. Be sure to attach all 1099-G forms. TAX REFUNDS /	
UNE			DMPENSATION (Form 1099-G) 2014 1099-G Amount	
No.	1 L S F T T T 1	=spouse Jnemployment Total receir 2014 Overp State and local State and local State and local Tax year for Tax year for Tax year for Tax year for Tax year for Tax year for Tax year for Tax year fo	local income tax refund, credit or offsets (Box 2) ocal income tax refund or box 2 if not 2013 (Box 3) e tax withheld (Box 4) s (Box 5)	
No. [1 	I=spouse Jnemployment Total recei 2014 Overp State and local State and 1=city or lo Tax year fo Federal income RTAA payments Faxable grants: Federal ta: State taxal Farm amounts: Agriculture 1=agriculture Market gai Number of I=box 2 is trade	local income tax refund, credit or offsets (Box 2) ocal income tax refund. ior box 2 if not 2013 (Box 3) a tax withheld (Box 4) s (Box 5) xable amount (Box 6) ble amount, if different.	

14.2

14	1040	US	Business Income (Sche	dule C)	No.	1
	Please e	nter all per	tinent 2014 amounts. Last year's a	amounts are provided fo	or your reference.	
GEN	IERAL IN	FORMAT	ION			
			Form 1040 m Form 1040			
)			
			1040			
0	0					
Other	accounting m	nethod				
Ассоц	nting method	: 1=cash. 2=	accrual			
	-		ver cost/market, 3=other			
					_	
			usiness [,] will you file all required Form(s) 1099: 1=yes, 2=na .		-	
			t tax			
1=did	not "material	ly participate"				
			erial income producing factor			
			•••••••••••••••••••••••••••••••••••••••			
			company			
			or commodities			
INC	OME			2014 Amount	2013 Amou	int
Gross	receipts or s	ales (Form 10	99-MISC, box 7)			
		nces				
Other	income:					
-						
-						
-						
COS	ST OF GC	ODS SO	LD			
Invent	ory at beginn	ing of the yea	r			
Other						
-						
-						
-						
-						

US Business Income (Schedule C) (cont.)

16 p2

No.

Please enter all pertinent 2014 amounts.	_ast year's amounts are provided for y	our reference.
--	--	----------------

EXPENSES	2014 Amount	2013 Amount
Accounting		
Advertising		
Answering service.		
Bad debts from sales or service		
Bank charges		
Car and truck expenses (not entered elsewhere)		
Commissions		
Contract labor.		
Delivery and freight.		
Dues and subscriptions.		
Employee benefit programs.		
Insurance (other than health)		
Mortgage interest (paid to banks, etc.).		
Other interest (not entered elsewhere).		
Janitorial		
Laundry and cleaning.		
Legal and professional		
Miscellaneous		
Office expense.		
Outside services		
Parking and tolls		
Pension and profit sharing plans - contributions		
Pension and profit sharing plans - admin. and education costs		
Postage		
Printing		
Rent - vehicles, machinery, & equipment (not entered elsewhere)		
Rent - other		
Repairs		
Security		
Supplies		
Taxes - real estate		
Taxes - payroll		
Taxes - sales tax included in gross receipts		
Taxes - other (not entered elsewhere)		
Telephone		
Tools		
Travel		
Total meals and entertainment in full (50%)		
Department of Transportation meals in full (80%)		
Utilities		
Wages.		

Other expenses:

NOTE: If you purchased or disposed of any business assets, please complete Sheet 22.

201	14	1040	US	С	apital Ga	ains & Lo	osses (So	hedule D))		17
If you sold any stocks, bonds, or other investment property in 2014, please list the pertinent information for each sale below or provide a spreadsheet file with this information. Be sure to attach all 1099-B forms and brokerage statements.											
No.	Quanti	bescri	ption of Prop (Box 1a)	perty	Date Acquired (Box 1b)	Date Sold (Box 1c)	Sales Price (gross or net) (Box 1d)	Cost or Basis (Box 1e)	Blank=basis rep. to IRS, 1=nonrec. security (Box 3, 5)	Expenses of Sale (if gross sales price entered)	Federal Income Tax Withheld (Box 4)
3											
-11											

14 1040	US	Rental & Royalty Income (Schedu	le E) ^{No.} 18
Please	enter all pe	rtinent 2014 amounts. Last year's amounts are p	rovided for your reference.
GENERAL I	NFORMA	TION 2014 Ar	nount 2013 Amount
Description of pro	perty		
Street address			Type of Property
City			1 = Single Family Residence 2 = Multi-Family Residence
State			3 = Vacation/Short-Term Renta 4 = Commercial
ZIP code			5 = Land
Type of property (6 = Royalties 7 = Self-Rental
Number of days re	ented		
Percentage of ownership if not 100% (.xxxx) Percentage of tenant oc if not 100% (.xxxx)	D	1=did not actively partie	cipate
Percentage of tenant oc if not 100% (.xxxx)	cupancy	1=did not actively partie 1=RE prof., activity is trade or 2=RE prof., not trade or busine	business,
1=spouse, 2=joint			
1=qualified joint v		1=investment	
1=nonpassive activity, 2=passive royalty		liability company	
If required to file I	Form(s) 1099, (did you or will you file all required Form(s) 1099: 1=yes, 2=na	
INCOME		2014 Ar	nount 2013 Amount
Rents or royalties	received		
Commissions			
Gardening	ional fees		
Gardening Insurance Legal and profess Licenses and perr	ional fees		
Gardening Insurance Legal and profess Licenses and perr Management fees Miscellaneous	ional fees nits.		
Gardening Insurance Legal and profess Licenses and perr Management fees Miscellaneous Mortgage interest	ional fees nits (paid to banks	s, etc.).	
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Gardening Insurance Legal and profess Licenses and perr Management fees Miscellaneous Mortgage interest Qualified mortgag Excess mortgage	ional fees nits. (paid to banks e insurance pri interest	s, etc.)	
Gardening Insurance Legal and profess Licenses and perr Management fees Miscellaneous Mortgage interest Qualified mortgag Excess mortgage Other interest (no	ional fees nits. (paid to banks e insurance pro interest t entered elsev	s, etc.)	
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Gardening Insurance Legal and profess Licenses and perr Management fees Miscellaneous Mortgage interest Qualified mortgag Excess mortgage Other interest (no Painting and deco Pest control	ional fees nits. (paid to banks e insurance pro interest t entered elsev orating	s, etc.)	
Gardening Insurance Legal and profess Licenses and perr Management fees Miscellaneous Mortgage interest Qualified mortgag Excess mortgage Other interest (no Painting and deco Pest control Plumbing and elect	ional fees nits (paid to banks e insurance pro- interest t entered elsev orating	s, etc.)	
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Gardening Insurance Legal and profess Licenses and perr Management fees Miscellaneous Mortgage interest Qualified mortgag Excess mortgage Other interest (no Painting and deco Pest control Plumbing and elec Repairs Supplies Taxes - real estat	ional fees nits. (paid to banks e insurance pro interest t entered elsew orating. ctrical.	s, etc.).	
Gardening Insurance	ional fees nits. (paid to banks e insurance pro interest t entered elsew orating ctrical e e entered elsew	s, etc.).	
Gardening Insurance	ional fees nits. (paid to banks e insurance pre- interest t entered elsev orating. ctrical. e. e. e.	s, etc.)	
Gardening Insurance	ional fees nits (paid to banks e insurance pro- interest t entered elsev orating ctrical e e entered elsew	s, etc.)	
Gardening Insurance	ional fees nits (paid to banks e insurance pro- interest t entered elsev orating ctrical e e entered elsew	s, etc.)	
Gardening Insurance	ional fees nits (paid to banks e insurance pro- interest t entered elsev orating ctrical e e entered elsew	s, etc.)	
Gardening Insurance	ional fees nits (paid to banks e insurance pro- interest t entered elsev orating ctrical e e entered elsew	s, etc.)	
Gardening Insurance	ional fees nits (paid to banks e insurance pro- interest t entered elsev orating ctrical e e entered elsew	s, etc.)	
Gardening Insurance	ional fees nits (paid to banks e insurance pro- interest t entered elsev orating ctrical e e entered elsew	s, etc.)	

Rental & Royalty Income (Sch. E) (cont.) 2014 US 1040 No. 18 p2

Please enter all pertinent 2014 amounts. Last year's amounts are provided for your reference. The indirect expense column should only be used for vacation homes or less than 100% tenant occupied rentals.

GENERAL INFORMATION

Foreign region	
Foreign postal code	
Foreign country	

OIL AND GAS

OIL AND GAS	2014 Amount	2013 Amount
Production type (preparer use only)		
Cost depletion		
Percentage depletion rate or amount		
State cost depletion, if different (-1 if none)		-
State % depletion rate or amount, if different (-1 if none)		

VACATION HOME

Number of days personal use	
Number of days owned (if optional method elected)	

INDIRECT EXPENSES

NOTE:Indirect expenses are related to operating or maintaining the dwelling unit. These include repairs, insurance, and utilities.

Advertising	
Association dues.	
Auto and travel (not entered elsewhere)	
Cleaning and maintenance.	
Commissions	
Gardening	
Insurance	
Legal and professional fees	
Licenses and permits	
Management fees	
Miscellaneous	
Mortgage interest (paid to banks, etc.)	
Qualified mortgage insurance premiums	
Excess mortgage interest	
Other interest (not entered elsewhere)	
Painting and decorating	
Pest control	
Plumbing and electrical	
Repairs	
Supplies	
Taxes - real estate	
Taxes - other (not entered elsewhere)	
Telephone	
Utilities	
Wages and salaries.	
Other:	

2014	1040	US	Partnersh	ip and S corporat	ion Information	20.1,20
PAR			r delete 2014 in IATION (20 . ⁻	nformation as appropriate	e. Be sure to attach all S	Schedule K-1s.
lo.		ne of Partnersh		Employer Identification Number	Tax Shelter Registration Number	Additional Amounts Invested in Partnership
S CC		FION INFO	RMATION (2	Employer Identification Number	Tax Shelter Registration Number	Additional Amounts Invested in S corporation
					Number	
						20.1,20

014	1040	US	Adjustme	nts to Inco	me		2
	Please er	iter all pert	inent 2014 infor	mation. Last ye	ear's amounts are pro	vided for your refe	rence.
TRAD	DITIONAL	IRA CO	NTRIBUTION	S 20 Taxpayer	14 Amount Spouse	2013 A Taxpayer	mount Spouse
IRA con	tributions you	made or evr	ect to make	Taxpayer	Spouse		Spouse
(1=maxi	mum) (\$5,50	0/\$6,500 if 50	or older)				
1=cover	ed by plan, 2	=not covered.					
			5/15				
ROTH	IRA CO	NTRIBUT					
Roth IR/	A contribution	s you made o	or expect to 0 if 50 or older)				
SEP,	SIMPLE	AND QU	ALIFIED PLA	NS (KEOGH)			
Profit-sh made or	naring (25%/1 r expect to ma	.25) contribut ake (1=maxin	ions you num)				
Money p made of	ourchase (25% r expect to ma	%/1.25) contri ake (1=maxin	butions you num)				
Defined	benefit contr	ibutions you e	expect to make.				
made or	expect to m	ake (1=maxin	ntributions you num)				
			xxx)				
			t Roth) (1=max.) utions (1=max.)				
	contributions						
mac		o make (1=m	aximum)				
		•	.03 (.xxxx) %)				
			/0)				
	JSTMEN1						
	ployed health		JOINE				
			g-term care)				
		-					
Student	loan interest	paid (1098-E	, box 1)				
			hru grade 12)				
	es from renta djustments to		property				
other a	ujustinents (0	income:	Γ				
Alimony	naid:	Toy	naver		Chause		
-			payer		Spouse		
Rec	ipient's last n	ame					
	ount paid			2013 amt:		2013 amt:	

014	1040	US	Itemized Deductions			25
		Pleas	se enter all pertinent 2014 amounts Last year's amounts are provided	and attach all 1098 I for your reference.	forms.	
			AL EXPENSES n insurance premiums on Sheet 24 and ums on Sheet 14.			
			s	2014 Amount	TS	2013 Amount
	•	5				
		0	e (excl. LT care & amts. paid w/pre-tax dollars) .			
			ayer			
Long-	term care pre	miums - spou	se			2
Insura	ance reimburs	ement (enter	as a positive number)			
-	ng and transp					
		· · · · · · · · · · · · · · · · · · ·				
		Iriven dental expens				
Other	medical and	dental expens	es:			
ТАХ	ES PAID	(State and Ic	cal withholding and 2014 estimates are auto	omatic.)		
State	income taxes	- 1/14 payme	nt on 2013 state estimate			
			013 state return extension			
State	income taxes	- paid with 20	013 state return			
			or years and/or to other state			
			yment on 2013 city/local estimate			
-			h 2013 city/local extension			
City/lo	ocal income ta	axes - paid wit	h 2013 city/local return			
SAL	ES AND	USE TAX	ES PAID			
State	and local sale	es taxes (exce	pt autos and special items)			
			2S			
Use ta	axes paid with	n 2013 state re	eturn			
			above			
Sales	tax on boats,	, aircraft, othe	r special items			
OTH	IER TAX	ES PAID				
Real e	estate taxes -	principal resid	dence:			

	14	1040	US	Itemized Deductions (co	ontinued)		25
Home mortgage int. (Box 1) and points (Box 2) reported on Form 1098: 2014 Amount rs 2013 Amount Home mortgage interest not reported on Form 1098:		Please e	enter all pe	ertinent 2014 amounts. Last year's a	mounts are provided	d for yo	ur reference.
Home mortgage interest not reported on Form 1098: Payee's name. Payee's stret address. Payee's StN or FEN. Payee's stret address. Payee's stret address. Payee's stret address. Payee's stret address. Payee's stret. Payee's stret. <	INT	EREST P	AID				
Payee's name	Home	e mortgage int	. (Box 1) an	d points (Box 2) reported on Form 1098:	2014 Amount	TS	2013 Amount
Payee's name							
Payee's name		Home mortas	and interest r	not reported on Form 1098.			
Payee's street address. Payee's city. Payee's state. Payee's 2/P code. Payee's postal code. Payee's country. Amount paid. Points not reported on Form 1098:				lot reported on Form Tobo.			
Payee's city		Payee's SSN	or FEIN				
Payee's state Payee's state Payee's region Payee's postal code Payee's country Amount paid. Points not reported on Form 1098: Investment interest (interest on margin accounts): Passive interest. Certain home mortgage interest included above (6251). NOTE: Points paid on loans other than to buy, build, or improve your main home are deductible over the life of the mortgage. For these types of loans also provide the dates and lives of the loans. CASH CONTRIBUTIONS NOTE: No deduction is allowed for cash or check contributions unless the donor maintains a bank record, or a written communication from the done, showing the name of the organization, contribution amount(s). Churches, schools, hospitals, and other charitable organizations (50% limitation): Contributions by cash or check: Undurteer expenses (out-of-pocket). Number of charitable miles. Volunteer expenses (out-of-pocket). Number of charitable miles. Volunteer expenses (out-of-pocket). Undurteer expenses (out-of-pocket).			F				
Payee's ZIP code Payee's region Payee's region Payee's country Amount paid Points not reported on Form 1098: Image: source premiums on post 12/31/06 contracts (Box 4) Investment interest (interest on margin accounts): Image: interest			H				
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Payee's postal code Payee's postal code Payee's country Amount paid Points not reported on Form 1098:		-					
Amount paid.		Payee's posta	al code				
Points not reported on Form 1098: Mortgage insurance premiums on post 12/31/06 contracts (Box 4) Investment interest (interest on margin accounts): Passive interest. Certain home mortgage interest included above (6251)		Payee's coun	ıtry [
Mortgage insurance premiums on post 12/31/06 contracts (Box 4) Impose the second seco		Amount paid.		· · · · · · · · · · · · · · · · · · ·			
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Passive interest	Invest	tment interest	t (interest on	margin accounts):			
Passive interest							
Certain home mortgage interest included above (6251)	Passi	ve interest					
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NOTE: No deduction is allowed for cash or check contributions unless the donor maintains a bank record, or a written communication from the donee, showing the name of the organization, contribution date(s), and contribution amount(s). Churches, schools, hospitals, and other charitable organizations (50% limitation): Contributions by cash or check: Volunteer expenses (out-of-pocket)		For these ty	ypes of loans	s also provide the dates and lives of the loans			
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Contributions by cash or check:	Veter	ans' organiza	tions, fraterr	nal societies, nonprofit cemeteries. and certair	n private nonoperatina fou	Indations	(30% limitation):
							,
	V	olunteer expe	enses (out-of	-pocket)			
							25

	0	US	10	emize		cuuci		ontinu	ed)			2
Plea	se ente	er all pe	rtine	nt 201	4 amo	unts. La	ast year's	amounts	are provide	d for you	ır referei	nce.
NONCAS												
NOTE:Use She	eet 26 if	total non	cash c	ontribut	ons are	e over \$500). No deduc	tion is allow	ved for contribute em with minimation	tions of clo	thing and	household it
			conu		Cutor.	in addition						
50% limitation	(see ab	ove):						20)14 Amount	TS	2013	Amount
200/ 1000	(>										
30% limitation	(see ab	ove):						[
30% capital ga	ain prope	erty (aifts	of car	ital gair	proper	rty to 50%	limit oras.):					
	ant broby	yrty (girto	or our	itai gaii	propor	y 10 00 /	in the orgony					
					-							
20% capital ga	ain prope	erty (gifts	of cap	ital gair	proper	rty to non-	50% limit or	gs.):				
				_		-						
MISCELL								L				
Union and pro	fessiona	I dues										
	fessiona	I dues										
Union and pro	fessiona	I dues										
Union and pro	fessiona	I dues										
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Please OTHER MIS Estate tax, section Other miscellaned	CELLA on 691(c)	NEOUS D	EDUCT	IONS		2014 Amount	TS I <	Amount
Estate tax, section	on 691(c)							
Other miscellaneo	ous deductio	ons:						
					1		1 1	
				1. <u>1</u>				
								 25

2014 1040 US Itemized Deductions (continued)

25 p5

If either of the following conditions below apply to you, your home mortgage interest deduction may need to be limited and the input section provided below should be completed. If neither condition applies, enter home mortgage interest amounts on organizer sheet 25 p2.

- 1. Total home equity debt exceeded \$100,000 at any time during 2014 (\$50,000 if married filing separate). For this purpose, home equity debt is defined as any mortgages taken out after October 13, 1987 in which the proceeds were used for purposes other than to buy, build, or improve your home. An example of this type of mortgage is a home equity loan use to pay off credit card bills, buy a car, or pay tuition.
- 2. Total home acquisition debt exceeded \$1,000,000 at any time during 2014 (\$500,000 if married filing separate). For this purpose, home acquisition debt is defined as any mortgages taken out after October 13, 1987 in which the proceeds were used to buy, build, or improve your home.

NOTE: When completing the input section below, grandfather debt represents loans taken out prior to October 14, 1987.

Please enter all pertinent 2014 amounts and attach all 1098 forms. Last year's amounts are provided for your reference.

	2014 Amount	TS	2013 Amount
Fair market value of the property on the date that the last debt was secured			
Home acquisition and grandfather debt on the date that the last debt was secured			

LOAN INFORMATION

Loan #1 Lender's name Form (see table). Number of form 1=taxpayer, 2=spouse, blank=joint..... Interest paid Points paid. Total principal paid Lump sum principal payment (if paid off)..... Months outstanding (if not 12)..... Home acquisition debt balance - beginning of year..... Home acquisition debt borrowed in 2014 Home equity debt balance - beginning of year Home equity debt borrowed in 2014.... Grandfather debt balance - beginning of year..... Loan #2 Lender's name Form (see table)..... Number of form 1=taxpayer, 2=spouse, blank=joint..... Interest paid Points paid. Total principal paid Lump sum principal payment (if paid off)..... Months outstanding (if not 12)..... Home acquisition debt balance - beginning of year..... Home acquisition debt borrowed in 2014 Home equity debt balance - beginning of year Home equity debt borrowed in 2014..... Grandfather debt balance - beginning of year.....

Form

- 1 = Schedule A (default)
- 2 = Business use of home 3 = Schedule E

)14 10	040 US	Noncash Contri	ibutions (Form 8283)	26			
If your tota	al noncash co	ntributions are in excess of blowing guidelines:	f \$500 in 2014, please complete the inf	formation below for			
	•		laimed value of more than \$500, attach Form 1(000 C or other unitten			
acknowle	dgement receive	d from the donee organization.	laimed value of more than \$500, attach Form 10	196-C of other written			
* A deducti	on for contributio	ons of clothing or other household	items that are not in <i>good</i> used condition or bet	ter is not allowed. In additio			
deduction	for any item wit	h minimal monetary value may be	items that are not in <i>good</i> used condition or bet denied. However, these rules do not apply to a ed appraisal for the donated property is provided	ny contribution of a single ite			
			a appraisal for the donated property is provided	1.			
DONAT	ED PROPE	RTY INFORMATION					
	Name of ch	aritable organization (donee)					
	Street addre	ess					
	City						
	State						
	ZIP code						
	1=spouse, 2	?=joint					
	Property de	scription (other than vehicle)					
	_	Identification number (VIN)					
No.	Vehicle	Year (yyyy)					
		Make and model					
		Condition and mileage					
	Date of con	tribution (m/d/y)					
	Date acquir	Date acquired by donor (m/y)					
	How acquire	How acquired by donor (Table 1 or describe)					
		t or basis					
		value					
	Method use	d to determine FMV (Table 2 or de	escribe)				
	Name of ch	aritable organization (donee)					
	City						
	State						
		2=joint					
		scription (other than vehicle)					
		Identification number (VIN)					
No.	Vehicle	Year (yyyy)					
		Make and model					
		Condition and mileage					
		tribution (m/d/y)		-			
		ed by donor (m/y)					
		ed by donor (Table 1 or describe).					
		t or basis		-			
		value					
	Method use	d to determine FMV (Table 2 or de	escribe)				
1	How Dr	pperty was Acquired	2 Method Used to Dete				

		1	5

1 = Purchase 2 = Gift

3 = Inheritance 4 = Exchange

Method Used to Determine FMV

1 = Appraisal

3 = Catalog 4 = Comparable sales

2 = Thrift shop value

For other methods, see IRS Pub. 561.

2014	1040	US	Employee/Vehicle Bus. Exp. (Form 2106)	No.

Please enter all pertinent 2014 amounts. Last year's amounts are provided for your reference.

GENERAL INFORMATION

Occupation, if different from Form 1040	
Form Number of form (1=first Schedule C, 2=second, etc.)	
1=spouse	
1=performance artist, 2=handicapped, 3=fee-basis government official 1=minister's expenses	

EMPLOYEE BUSINESS EXPENSES

EIMPLOTEE BUSINESS EXPENSES	2014 Amount	2013 Amount
Meal and entertainment expenses		
Reimbursements for meals and entertainment not on W-2, box 1		
1=Department of Transportation (80% meal allowance)		
Local transportation (bus, taxi, train, etc.)		
Travel expenses while away from home overnight		
Reimbursements not included on Form W-2, box 1		
Other business expenses:		

•

Vehicle Expenses (Form 2106) (cont.) US 2014 1040

No.

Please enter all pertinent 2014 amounts. Last year's amounts are provided for your reference.

VEHICLE INFORMATION	2014 Amount	2013 Amount
1=vehicle used primarily by more than 5% owner		
1=vehicle is available for off-duty personal use		
1=no other vehicle is available for personal use		
1=no evidence to support your deduction		
1=no written evidence to support your deduction		

VEHICLE 1

Description of vehicle	
Date placed in service (m/d/y)	
Total mileage (for the tax year)	
Business mileage	
Commuting mileage (for the tax year)	
Average daily round-trip commute	
Number of months of business use if changed from 100% personal use	
Parking fees and tolls (business portion only)	
Actual expenses:	
Gasoline, lube, oil	
Repairs	
Tires	
Insurance	
Miscellaneous	
Auto license (other than personal property taxes)	
Personal property taxes (based on car's value)	
Interest (car loan) (for Schedule C, E & F)	
Vehicle rent or lease payments	2
Inclusion amount (enter as positive)	
Value of employer-provided vehicle on Form W-2 (2106)	

VEHICLE 2

Description of vehicle	
Date placed in service (m/d/y).	
Total mileage (for the tax year).	
Business mileage	
Commuting mileage (for the tax year)	
Average daily round-trip commute	
Number of months of business use if changed from 100% personal use	
Parking fees and tolls (business portion only)	
Actual expenses:	
Gasoline, lube, oil	
Repairs	
Tires	
Insurance	
Miscellaneous	 -
Auto license (other than personal property taxes)	
Personal property taxes (based on car's value)	
Interest (car loan) (for Schedule C, E and F)	
Vehicle rent or lease payments	
Inclusion amount (enter as positive)	
Value of employer-provided vehicle on Form W-2 (2106)	

DEDEN			DENICEC /22 1		20	14 Amount		2	013 Am	nount
			PENSES (33.1	·	Taxpayer		Spouse	Тахрау	/er	Spouse
Employer-p	provided benefits	s forfeited	but not paid in 2014. 1 in 2014 SES QUALIFY				TCARE			
T ENSO	First name.									
			••••••							
			· · · · · · · · · · · · · · · · · · ·							
No.)							
		-	t care expenses 1 2014							
								2013 amt:	1	
	T=spouse, 2	2=joint								
	First name.									
No)							
No.		,	ber							
	Qualified de	ependen	t care expenses 1 2014					2012 amt	-	
	1=disabled	iù paiù n	1 2014					2013 amt		
PERSO			ZATIONS PRO		NG CARE	(33.2)				
••										
No.			•••••							
	-									
			er (SSN or EIN) e provider in 2014					2013 amt	-	
								2013 and		
	i openee,	2 jonne.						All Contractions of the		

ORGANIZER						
2014	1040	US	Education Credits / Tu	ition Deduction	No	38
Please complete the information below if you paid qualified education expenses in 2014 for you, your spouse, or your dependents enrolled in an accredited postsecondary institution. Last year's amounts are provided for your reference.						
STU	DENT IN	FORMAT	ION			
First r Last n	name name					
Numb 1=stude in 2014	er of years An nt was NOT entrol at an eligible insti	merican oppo lled at least half-ti tution in a qualifie	imed			
1=stude 1=stude of a con	ent completed firs nt was convicted, trolled substance	st four years of p before the end of	ost-secondary education before 2014		-	
EDU	JCATION	AL INSTI	TUTION ATTENDED (#1)			
Name. Street City State . ZIP cc 1=201 1=201 1=201 Feder. EDL Name. Street City State . ZIP cc 1=201 1=201 1=201	address de 4 Form 1098- 4 Form 1098- 3 Form 1098- al ID number JCATION address de 4 Form 1098- 4 Form 1098- 3 Form 1098-	T was NOT re T received w T received w from Form 10 AL INSTI T was NOT re T received w T received w	eceived. ith Box 2 & 7 completed. ith Box 2 & 7 completed. ith Box 2 & 7 completed. ith Box 2 & 7 completed. eceived. ith Box 2 & 7 completed. ith Box 2 & 7 completed.			
			ON EXPENSES	2014 Amount	2013 Amo	unt
Books Books	& supplies r & supplies n	equired to be ot entered ab	of refund or assistance, & not entered elsewhere) purchased from institution pove ssistance *			
			x-free educational assistance received af	ter you file your return for the yea	r in which the expen	ses were paid.

Please do not complete this information if coverage is indicated on Form 1095-A, 1095-B or 1095-C.

GENERAL INFORMATION

1040

1=entire household covered for all months, 2=no months.....

COVERED INDIVIDUAL (#1)

a) First name
a) Last name
b) ID number (SSN or TIN)
c) Date of birth (m/d/y)
d) 1=covered all 12 months
e) Months of coverage:
1=January
1=February
1=March
1=April
1=May
1=June
1=July
1=August
1=September
1=October
1=November
1=December

COVERED INDIVIDUAL (#3)

(a) First name	
(a) Last name	
(b) ID number (SSN or TIN)	
(c) Date of birth (m/d/y)	
(d) 1=covered all 12 months	
(e) Months of coverage:	
1=January	
1=February	
1=March	
1=April	
1=May	
1=June	
1=July	
1=August	
1=September	
1=October	
1=November	
1=December	

COVERED INDIVIDUAL (#2)

(a) First name	
(a) Last name	
(b) ID number (SSN or TIN)	
(c) Date of birth (m/d/y)	
(d) 1=covered all 12 months	
(e) Months of coverage:	
1=January	
1=February	
1=March	
1=April	
1=May	
1=June	
1=July	
1=August	
1=September	
1=October	
1=November	
1=December	

COVERED INDIVIDUAL (#4)

a) First name	
a) Last name	
b) ID number (SSN or TIN)	
c) Date of birth (m/d/y)	
d) 1=covered all 12 months	
e) Months of coverage:	
1=January	
1=February	
1=March	
1=April	
1=May	
1=June	
1=July	
1=August	
1=September	
1=October	
1=November	
1=December	