Due Diligence Verification Document

The PATH act extends our due diligence requirements to include returns containing the Earned Income Tax Credit, Child Tax Credit, Head of Household filing status and the American Opportunity Credit. Please provide the following information to assist with the preparation of your tax return. The taxpayer MUST complete this document and sign it as part of our due diligence in connection with the preparation of your tax return.

Please list all children who lived in your household for the 2019 calendar year:

Name	DOB	# Months lived in my home (2019 only)	Relationship
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

List other adults and relationship to children who live in your household:

_____ _____

Please verify that you have provided us with **ALL** of your income for 2019.

_____YES _____ I have additional documents regarding income forthcoming.

List children who attended post-secondary institutions in 2019 (college).

_____ _____ Name of School_____

We are required to have Form 1098-T in our file prior to completing and efiling your return.

Did you take out student loans to cover tuition, fees, and books? ____ Yes ____No

Did you receive scholarships or grants that are not listed on form 1098T? _____Yes ____No

Do you own the home that you live in? _____Yes _____No

If you rent your home, is the lease in your name only? ____ Yes _____No

What was your marital status on December 31, 2019? _____

Signatures –I (we) certify that the information provided on this form is correct:

_____ _____ _____

Taxpayer Spouse Date

Tax Preparer Notes:_____

_____