Form 13614-C	Department of the Treasury – Internal Revenue Service	
(Rev. 10-2011)	Intake/Interview & Quality Review Sheet	OMB # 1545-1964

#### Section A. You should complete Pages 1-3

Thank you for allowing us to prepare your tax return. You are responsible for the information on your return so please provide complete and accurate information to the certified tax preparer. If you have any questions please ask your preparer.

#### You will need your:

- Tax information such as Forms W-2, 1099, 1098.
- · Social security cards or ITIN letters for you and all persons on your tax return.
- · Proof of Identity (such as a valid drivers license or other government issued picture ID).

Part I. Your Personal Information											
Your First Name		M. I.	Last	Last Name Are you a					u a U.S. (	Citizen?	
Fred			Patt	terson				X Yes	No No		
<ol><li>Spouse's First Name</li></ol>		M. I.	Last	Name			I:	s spou	ise a U.S	. Citizen?	
								Yes	No No		
<ol><li>Mailing Address</li></ol>		Apt#	t	City			State		Code		
3717 Baxter St.				Denville			NJ	078	34		
4. Contact Information Phone: 973-222-1212	Cell Phor	ne: 86	2-555-	0004	E-mail:						
<ol><li>Your Date of Birth</li></ol>	6. Your J	lob Titl	le		Are you: 7. Legally Blind ☐ Yes ☒ No						
09/11/1944	Retired				8. Totally and Permanently Disabled ☐ Yes ☒ No						
Spouse's Date of Birth				Is Spouse: 11. Legally Blind Yes No 12. Totally and Permanently Disabled Yes No							
13. Can anyone claim you or yo	our spouse	on thei	ir tax re	eturn? [	Yes X	No Unsur	е				
Part II. Marital Status and	l Househ	old lı	nform	nation							
As of December 31, 2011, were you?     Single     Married: Did you live with your spouse during any part of the last six months of 2011?    Yes    No     Divorced or Legally Separated: Date of final decree or separate maintenance agreement:											
☐ Widowed: Year of spous	se's death:										
2. List names below of everyone who lived in your home in 2011 (other than you or spouse). Also list anyone who lived outside of your home that you supported during 2011. If additional space is needed please check here and list on page 3.											
Name (first, last) Do not enter your name or spouse's name below.  (a)	Date of (mm/do	d/yy)	(e.g. d son, sister	ship to you laughter, mother, r, none)	Number of months lived in your home in 2011	US Citizen or resident of the US, Canada of Mexico in 2011 (yes/no)	St. as 1 12/3 (S	arital atus s of 31/11 s/M)	Full- time student in 2011 (yes/no)	Received less than \$3700 income in 2011 (yes/no) (h)	
				-							
		$\neg +$									
		$\neg +$									

- Volunteers assisting with preparing your return are trained to provide high quality service and uphold the highest ethical standards.
- To report unethical behavior to IRS, email us at wi.voltax@irs.gov or call toll free 1-877-330-1205.

To check the status of your REFUND visit "Where's My Refund?" on www.irs.gov or call 1-800-829-1954 for assistance.

Catalog Number 52121E

Form 13614-C (Rev. 10-2011)

1

Section A. Please complete – check Yes, No or Unsure to all question	ons below. Please ask if you need help.						
Part III. Income – In 2011, did you (or your spouse) receive:							
Yes       No       Unsure         □       1. Wages or Salary? (Form W-2)         □       2. Tip Income?         □       3. Scholarships? (Forms W-2, 1098-T)         □       4. Interest/Dividends from: checking/savings accounts, 1099-DIV)         □       X         □       5. Refund of state/local income taxes? (Form 1099-G)         □       X         □       6. Alimony Income?         □       X <td>for services, small business)? (Form 1099-MISC)</td>	for services, small business)? (Form 1099-MISC)						
X	(Form 1099-R) rms SSA-1099, RRB-1099)						
Part IV. Expenses – In 2011 Did you (or your spouse) pay:							
Yes       No       Unsure         □       □       1. Alimony: If yes, do you have the recipient's SSN?         □       □       2. Contributions to a retirement account?       □ IRA       □ F         □       □       3. Educational expenses paid for yourself, spouse or de (Form 1098-T)         □       □       □       4. Unreimbursed employee business expenses (such as □         □       □       □       5. Medical expenses (including health insurance premiu         □       □       □       6. Home mortgage interest? (Form 1098)         □       □       7. Real estate taxes for your home or personal property         □       □       0. Chairtable contributions?         □       □       0. Child/dependent care expenses, such as day-care?	Roth IRA  401K Other ependents, such as tuitions, books, fees, etc.? s teacher supplies, uniforms or mileage)?						
Part V. Life Events – In 2011 Did you (or your spouse):							
Yes       No       Unsure         □       □       1. Have a Health Savings Account? (Forms 5498-SA, 10         □       □       2. Have debt from a mortgage or credit card canceled/fo         □       □       3. Buy, sell or have a foreclosure of your home? (Form 10         □       □       4. Have Earned Income Credit (EIC) disallowed in a priorectory         □       □       5. Purchase and install energy efficient home items (successed)         □       □       6. Live in an area that was affected by a natural disaster         □       □       7. Receive the First Time Homebuyers Credit in 2008?         □       □       8. Pay any student loan interest? (Form 1098-E)         □       □       9. Make estimated tax payments or apply last year's refu	orgiven by a commercial lender? (Form 1099-C) 1099-A) or year? If yes, for which tax year? ch as windows, furnace, insulation, etc.)? r? If yes, where?						
□ □ □ 10. Attend school as a full time student? (Form 1098-T) □ □ □ 11. Adopt a child? □ □ 12. File a 2010 federal tax return containing a "capital lose  Presidential Election Campaign Fund: Check here if you, or your spouse if filing jointly, want \$3 to go to this function Catalog Number 52121E	or refund will not change.)						

# Additional Information and Questions related to the preparation of your return Many free tax preparation sites operate by receiving grant money. The data from the following questions may be used by this site to apply for these grants. Your answers will be used only for statistical purposes. Other than English what language is spoken in the home? None If you are due a refund or have a balance due: Ask your preparer about Direct Deposit. It is the fastest, easiest way to receive your tax refund. An e-filed return means a fast refund. Taxpayers who combine e-file and Direct Deposit can get their refunds in as few as 10 days. Ask your preparer about purchasing Series I U.S. Savings Bonds with part or all of your tax refund. Savings bonds are a safe and secure way to invest in the future. Purchase I Bonds for yourself or others in multiples of \$50 and earn interest for up to 30 years. If you are due a refund, would you like a direct deposit? Yes X No Yes X No If you are due a refund, would you like information on how to purchase U.S. Savings Bonds? If you are due a refund, would you like information on how to split your refund between accounts? Yes X No If you have a balance due, would you like to make a payment directly from your bank account? Yes X No Additional comments:

#### STOP HERE!

Thank you for completing this form. Please give this form to the certified volunteer preparer for use in preparing your return.

Your Civil Rights are Protected: It is the Internal Revenue Service's mission to provide America's taxpayers top quality service by helping them understand and meet their tax responsibilities and by applying the tax law with integrity and fairness to all Under no circumstances will the Internal Revenue Service tolerate discrimination by its employees, grantees, contractors, and/or subcontractors. NO ONE shall be excluded from participating in, be denied the benefits of, or be subject to discrimination because of race, color, sex, national origin, disability, reprisal, or age in programs or activities funded by the Department of Treasury – Internal Revenue Service. Any person who believes that he/she has been discriminated against on the basis of race, color, sex, national origin, disability, reprisal or age in programs or activities receiving financial assistance (e.g. Low-Income Tax Clinics, Tax Counseling for the Elderly) from the Department of Treasury IRS, may submit a written complaint to: National Headquarters; Office of Equity, Diversity & Inclusion; Internal Revenue Service; Attn: Director, Civil Rights Division (External Civil Rights Team); 1111 Constitution Ave., NW Room 2422; Washington, DC 20224.

#### Paperwork Reduction Act Notice

The Paperwork Reduction Act requires that the IRS display an OMB control number on all public information requests. The OMB Control Number for this study is 1545-1964. Also, if you have any comments regarding the time estimates associated with this study or suggestion on making this process simpler, please write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:T:SP, 1111 Constitution Ave. NW, Washington, DC 20224.

Catalog Number 52121E

Form 13614-C (Rev. 10-2011)

# **Interview Notes:**

- 1. By consulting your preparer resources you determine that the correct filing status for Fred is Single.
- 2. Fred does not have last year's return for you to look at, but is sure that he did not itemize deductions last year.
- 3. Fred's decision to contribute to the gubernatorial election campaign fund is the same as the presidential election campaign fund.
- 4. Fred owns his home in Denville and paid \$9,578.00 in property tax.
- 5. Fred does not have a mortgage on his home.
- 6. Fred did not receive any property tax rebates in 2011.
- 7. Fred had no foreign financial interests or involvement.
- 8. By consulting your preparer resources you determine that Denville is located in Morris County NJ Code 1408
- 9. Fred had no out-of-state purchases on which he did not pay Use tax.

# **Documents:**



	a Employee's social 641-xx-yy	•	OMB No. 1545-		Safe, accurate, FAST! Use	1		e IRS website at s.gov/efile		
b Employer identification number (EIN) 64-9xxyyyy				1 Wages, tips, other compensation 14,678.00			2 Federal income tax withheld 1,468.00			
c Employer's name, address, and ZIP code Franciscan Oaks 19 Pocono Road Denville, NJ 07834			_	3 Social security wages 14,678.00 5 Medicare wages and tips 14,678.00 7 Social security tips			4 Social security tax withheld 616.48 6 Medicare tax withheld 212.83 8 Allocated tips			
d Control number				9		10	10 Dependent care benefits			
e Employee's first name and initial Last name  Fred P. Patterson 3717 Baxter St. Denville, NJ 07834  f Employee's address and ZIP code			-	13 Statu empl	SDI 73.39 ISUI 62.38 IFLI 8.81	38 12d				
15 State Employer's state ID num NJ   64-9xxyyyy		e wages, tips, etc. ,678.00	17 State income 55.00		18 Local wages, tips, etc	19 (	Local income tax	20 Locality name		
Form W-2 Wage and Tax Statement Department of the Treasury—Internal Revenue Service										

Copy B—To Be Filed With Employee's FEDERAL Tax Return.
This information is being furnished to the Internal Revenue Service.

	COR	RECTED (if checked)			
PAYER'S name, street address, city,	state, ZIP code, and telephone no	). Payer's RTN (optional)	OMB No. 1545-0112	]	
National City Bank 15 Main Street Denville, NJ 07834	1 Interest income \$ 1,951.57 2 Early withdrawal penalty		Interest Income		
		\$	Form 1099-INT		
PAYER'S federal identification number 64-8xxvvvv	RECIPIENT'S identification number 641-xx-yyyy	3 Interest on U.S. Savings Bo \$	nds and Treas. obligati	ons	Copy B For Recipient
Fred P. Patterson		4 Federal income tax withheld	5 Investment expenses	S	This is important tax information and is being furnished to the Internal Revenue Service. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if this income is
Street address (including apt. no.) 3717 Baxter St. City, state, and ZIP code Denville, NJ 07834		6 Foreign tax paid \$	7 Foreign country or U.S.	possession	
		8 Tax-exempt interest \$	9 Specified private activity by	ond interest	taxable and the IRS determines that it has not been reported.
Account number (see instructions)		10 Tax-exempt bond CUSIP n	o. (see instructions)		
Form <b>1099-INT</b>	(kee	ep for your records)	Department of the T	reasury -	Internal Revenue Service

### FORM SSA-1099 - SOCIAL SECURITY BENEFIT STATEMENT PART OF YOUR SOCIAL SECURITY BENEFITS SHOWN IN BOX 5 MAY BE TAXABLE INCOME. 2011 • SEE THE REVERSE FOR MORE INFORMATION. Box 1. Name Box 2. Beneficiary's Social Security Number Fred P. Patterson **641-xx-yyyy** Box 3. Benefits Paid in 2010 Box 4. Benefits Repaid to SSA in 2010 Box 5. Net Benefits for 2010 (Box 3 minus Box 4) 12,682.00 12,682.00 NONE **DESCRIPTION OF AMOUNT IN BOX 4 DESCRIPTION OF AMOUNT IN BOX 3** Paid by check or direct deposit 10,257.20 NONE Medicare Part B premiums deducted from your benefit 1,156.80 Medicare Prescription Drug premiums (part D) deducted from your **Benefits** Voluntary federal income tax withheld 1.268.00 **Total Additions** 12,682.00 Box 6. Voluntary Federal Income Tax Withheld Benefits for 2011 12,682.00 1,268.00 Box 7. Address Fred P. Patterson 3717 Baxter St. Denville, NJ 07834 Box 8. Claim Number (Use this number if you need to contact SSA.) DO NOT RETURN THIS FORM TO SSA OR IRS Form **SSA-1099-SM** (1-2011)