



PACIFIC TAX PARTNERS

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INDIVIDUAL EXPATRIATE TAX ORGANIZER LETTER FORM 1040

This tax organizer, supplemental to our Individual Income Tax Organizer, has been designed to assist US citizens or permanent residents (Green Card holders) living abroad in compiling the information needed to prepare their US Income Tax return. The following pages contain questions that determine the proper handling of common income items, expenses, deductions and credits.

The Internal Revenue Service matches information returns and information exchanged with other national authorities with amounts reported on tax returns. A negligence penalty may be assessed if income is underreported or deductions are overstated. Accordingly, all information returns reflecting amounts reported to the Internal Revenue Service should be submitted with this organizer.

Our experience suggests that overseas filers often do not receive the full benefits of the Tax Code. At Pacific Tax Partners, you can be assured that we are current with the latest developments and we will give you the personal attention you deserve.

In order to deliver quality services on a timely basis, we urge you to collect your information as soon as possible.

We work hard to make the tax process as painless as possible.

Please confirm your filing deadline with us (deadlines may vary!). Your completed tax organizer and all supported information need to be received at least 5 business days ahead of your deadline. Any information received after that date may require that an extension (or further extension) of time be filed for your tax return. Keep in mind, that if an extension of time is required, any tax due must be paid with the initial extension. Any taxes not paid by the filing deadline may be subject to late payment penalties and interest.

We look forward to providing excellent services to you. In addition to preparing your tax returns, we also provide tax planning and wealth advisory services that may benefit you. Should you have any questions, please do not hesitate to contact us. Put our expertise to work for you!

Terry Wilson, CPA/PFS
Tax Practice Lead



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Taxpayer's full name: _____

Taxpayer's Social Security Number: _____

Foreign address (in English): _____

Foreign address (in local language): _____

Mailing address to use for your tax return, if different: _____

Please answer the following questions and submit details for any question answered "Yes":

- | | <u>YES:</u> | <u>NO:</u> |
|--|--------------------------|--------------------------|
| 1. Are you a US citizen?
If not, what country are you a citizen of? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Are you a Green Card holder? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is your spouse a US citizen?
If not, what country is your spouse a citizen of? _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is your spouse a Green Card holder? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Did you and/or your spouse file a foreign tax return? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are you required to file a US State Tax Return (such as California or Hawaii)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Do you want to file a US State Tax Return?
If yes, please let us know your reason: | <input type="checkbox"/> | <input type="checkbox"/> |



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8. When did you arrive in the foreign country? ____ / ____ / ____ (MM/DD/YYYY)

If you were a mid-year arrival in your new foreign country, we will need a record of your trips to the US for one year prior to your arrival date in #11 below.

9. Are you still a resident of the foreign country? Yes No

10. If no, did you return to the US to take up residency? Yes No

If not, what foreign country did you move to and when? _____

If yes, in which state did you take up residency? _____

11. If you were present in the US or its possessions (such as Guam, Saipan or Puerto Rico) during the calendar year, please fill in the following information for each trip to the US. If there was a business purpose for any of those trips, please indicate the number of days on business* :

Date arrived in the US	Date departed the US	Days in US on business

Use additional sheets if necessary. Please attach any related earning statements for these travels.

* For instance, if you were a UK resident actor who traveled to Hollywood to make a movie, you would receive US-source income.

12. Have you ever filed a Form 2555 (or 2555EZ)? Yes No

If so, what was the last year you filed this Form? _____

13. Have you ever claimed a Foreign Earned Income Exclusion? Yes No

14. Do you have to pay income taxes in foreign country? Yes No

15. Under what visa type did you enter the foreign country and does it limit the length of your stay?



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16. What kind of residence do you have in foreign country?

- Purchased house
- Rented house or apartment
- Rented room
- Residence provided by employer

17. Does your employer pay residence and/or living expenses? Yes No

18. How much did you (or your employer) pay for rent and utilities (excluding phone and cable TV)?

19. Were there commission or agent fees, or contract premium and key money for your lease, and if so, how much? Yes No Amount _____

20. Does any of your family live with you? Yes No

If so, what are their names and relationships to you?

21. Did you maintain a home in the U.S. while living abroad? Yes No

If yes, was it occupied or rented? Yes No

Please, provide the address of your US residence: _____

Do any members of your family live in your U.S. residence? Yes No

If so, what are their names and relationships to you?



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If yes, please let us know the details so we can ensure proper credit for the foreign taxes you may have already paid.

25. If you had a financial interest in or signature authority or other authority over any financial account in a foreign country, and if the aggregate value of these accounts exceeded \$10,000 at any time during the calendar year, please provide the following information:

Names and full addresses of the financial institutions where you have your foreign accounts

Types of these accounts (bank, securities or other) and their account numbers

Highest balance in each account during the calendar year

Warning: please be advised that the minimum penalty for failing to provide this information to the US Treasury Department is \$10,000 for each year. In addition to civil fines, felony criminal penalties may apply. Please take this seriously and consult us if you have any questions.

26. Are you covered by a foreign pension plan (not US qualified) Yes No

If so, did you make any contributions or receive benefits in 2010? Yes No

27. Would you like to benefit by receiving information on the financial planning services offered by Pacific Tax Partners? Yes No