

Lakay Multi-Services LLC

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Taxpayers Due Diligence applicable worksheets for any credits claimed.

Tax periods: 2021

Due Diligence Questionnaire for returns with Earned Income Tax Credit, Child Tax Credit, Other Dependent Credit or Head of Household filing status, and American Opportunity Tax credit.

1. Do you have any child or other Dependent's you want to claim?

Yes or NO.

2. Can you proof to me that you qualify for the head of household status or if the IRS ask you for more additional proof will you be able to provide it to them?

Yes or NO

3. Can you proof to me or the IRS proof of your relationship to the dependent?

Yes or NO.

4. Where and with whom is the child's or adult dependent's main home?

Current home or somewhere else.

5. How long, if at all, did the child live with you last year (number of months)?

6 months or 12 months.

6. Did the child live or spend a number of overnights with anyone else during the year?

Yes or No.

If yes, please list, the name, address and approximate number of nights spent with that individual and the dependent's relationship to that individual.

7. Can you provide me or the IRS a birth and/or marriage certificate that verifies your relationship to each child or adult dependent?

Yes or No

8. What was each child or adult dependent's marital status on December 31?

Single Or married.

9. Will or did any of the claimed children or adult dependents file a joint return for this year. Yes or No

10. Did the child or adult dependent receive any income last year, including but not limited to scholarships or grants, student loans, wages, child support, alimony, public assistance, Social Security or disability benefits? Yes or No

If yes, please provide details

11. Did any other person provide more than 1/2 of your or your spouse's support last year? Yes or No

List the names and relationship of everyone who lived in your home last year:

12. If you are divorced or legally separated, can you provide me or the IRS with any of the following documents if requested? Divorce decree, Separate maintenance agreement or separation agreement. Yes or No.

13. If you are legally married but did not reside with your spouse for the last six months of the tax year, if required to do so can you provide me or the IRS with any of these supporting documents verifying that your spouse did not live with you for the full six months: Lease agreement, letter from social security office, utility bills

Yes or No.

14. Did another resident in the home earn more than you or your spouse?

Yes or No

15. If requested, can you provide me or the IRS with receipts and bills verifying you paid more than one-half of the cost of keeping up the home in which you and your qualifying child(ren) or your parent lived during the tax year? Examples of documentation that may be required by the IRS include Utility bills, interest statement, rent receipts, grocery receipts, property tax bills or other household bills. Yes or No.

16. Have you ever been notified by the IRS that the Earned Income Tax Credit or Child Tax Credit claimed on a return filed by you was denied or reduced?

Yes or No

Thank you so much for chosen us.