

**ORIGINAL DOCUMENTS REQUIRED FOR TAX FILING
Form 1040NR**

Income

1. W-2/1042S (Annual compensation summary from your employers and other payers)
2. W-2G (Gambling winnings, prizes, awards)
3. 1099-G (Unemployment compensation, state refunds)
4. 1099-Int forms (Interest income from banks and other financial institutions)
5. 1099-Div forms (Dividend income from banks and other financial institutions)
6. 1099-B forms (Proceeds from sale of stocks, bonds, mutual funds, other securities)
7. Broker Statements (Year-end summaries)
8. 1099-Misc forms (Annual self-employment income)
9. 1099-R forms (Distributions, rollovers and transfers from retirement accounts)
10. 1099 forms for other sources of income
11. K-1 Schedule (Partnership, S-Corporation, LLC and Trust pass-through income)
12. SSA-1099 (Social Security Income Statement)
13. Other income, not reported on any forms

Expenses (for details refer to Tax Organizer available from our company)

14. 1098 forms (Statements from your mortgage companies)
15. Settlement sheets (Received when a house is bought, sold, refinanced)
16. Real Estate Tax statement from county
17. Charitable donation receipts and details
18. 1098-T (Reported tuition payments)
19. 1098-E Student loan interest letter
20. Medical expenses
21. Self-Employed expenses
22. Unreimbursed employee expenses
23. Other (see Tax Organizer for more details)

**Form W-7
Obtaining Individual Taxpayer Identification Number**

Any TWO of the following original documents need to be presented at our nearest location:

Passport
Visa
I-94
U.S. driver's license
Birth Certificate

Otherwise, notarized copies of these documents can be mailed to us at the address below:

LBF International Tax LLC
PO Box 1010
Washington Grove, MD 20880
USA

Form W-7. Important changes: If you are a nonresident alien applying for an ITIN to file a tax return, you now must attach your original, completed return to Form W-7 to get the ITIN.

If you are claiming treaty benefits or you are a foreign student, scholar, professor, researcher or an individual receiving pay for personal services, your Form W-7 will be processed if you provide proof that your application for a Social Security Number was rejected by the Social Security Administration and include Form 8233, Exemption From Withholding on Compensation for Independent Personal Services of a Nonresident Alien Individual.