STRADA GROUP

This letter is to confirm and specify the terms of our engagement with you and to clarify the nature and extent of the services we will provide. In order to ensure an understanding of our mutual responsibilities, we ask all clients for whom returns are prepared to confirm the following arrangements.

We will prepare your 2019 federal and requested state income tax returns from information that you will furnish us. We will not audit or otherwise verify the data you submit, although it may be necessary to ask you for clarification of some of the information. We will furnish you with questionnaires and/or worksheets to guide you in gathering the necessary information. Your use of such forms will assist in keeping pertinent information from being overlooked. You will be subject to a \$75 reprocessing fee for client changes made after our preparation of your return. We have not been engaged to prepare payroll, excise, sales & use, Oregon lodging, property or other tax reports unless specifically requested by you. You may note additional returns requested just below your signature at the end of the returned copy of this letter.

It is your responsibility to provide all the information required for the preparation of complete and accurate returns. You should retain all the documents, canceled checks and other data that form the basis of income and deductions. These may be necessary to prove the accuracy and completeness of the returns to a taxing authority. You have the final responsibility for the income tax returns and, therefore, you should review them carefully before you sign them.

If you have income from a foreign country, we will use the foreign country income information which you provide to calculate any applicable U.S. federal or state foreign tax credit or other affected federal or state income tax items. However, you are responsible for meeting any foreign country income tax or other foreign country reporting requirements. If you have any amount invested in a foreign country, we need to know about it.

Our work in connection with the preparation of your income tax returns does not include any procedures designed to discover defalcations or other irregularities, should any exist. We will render such accounting and bookkeeping assistance as determined to be necessary for preparation of the income tax returns.

We will use professional judgment in resolving questions where the tax law is unclear, or where there may be conflicts between the taxing authorities' interpretations of the law and other supportable positions. Unless otherwise instructed by you, we will resolve such questions in your favor whenever possible.

We delight and understand it as our responsibility to provide you with financial and tax advice. We are available throughout the year for tax planning, consultation, and other financial services, such as retirement planning, investment advisory, or accounting services. Your signature below also authorizes us to use the tax return information you have provided to us to contact you regarding financial services or investment opportunities available so you may make sound and informed choices to enhance your financial future.

The law provides various penalties that may be imposed when taxpayers understate their tax liability. If you would like information on the amount or the circumstances of these penalties, please contact us. Your returns may be selected for review by the taxing authorities. If you receive a letter from the IRS or state, please treat it as an audit, open or bring it to us **immediately**, and let us review it before you respond. We are available to represent you during the initial response as well as the audit and appeal process. Fees for these services are not included in the fees for your tax return preparation. If we are required to respond to a subpoena or provide litigation support involving you or your business now or in the future, you agree to compensate us at our standard hourly rates for such required work.

Our fee for these services will be based upon the amount of time required at standard billing rates plus out-of-pocket expenses. All invoices are due and payable upon presentation.

If the foregoing fairly sets forth your understanding, please sign the enclosed copy of this letter in the space indicated and return it to our office.

We want to express our appreciation for this opportunity to work with you.

Sincerely
Strada Financial Group
Accepted By: ______ Accepted By: ______
Date: _____ Date: ______
Additional returns requested (excluding federal and state income tax returns):

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(503) 667-5355

1510 NE Village St. Fairview, Oregon 97024 ww

www.stradafg.com

Securities offered through Avantax Investment Services^{5M}, Member FINRA, SIPC Investment Advisory Services offered through Avantax Advisory Services^{5M}, Insurance services offered through Avantax Insurance Agency^{5M}. Strada Financial Group is not a registered broker/dealer or registered Investment advisory firm.

TAX RETURNS BY E-MAIL, FAX, MAIL OR DROPPED OFF AT OUR OFFICE

If your time is limited or you are unable to come to our office, you can provide your tax information via ShareSafe, fax, mail or drop-off.

Please follow the below steps:

- _____ If you have a tax appointment, call 503-667-5355 ext 101 to cancel it.
- ____ Gather your tax information and documents (see organizer checklist)
- ____ Complete the enclosed organizer
- **_____ Sign the Engagement Letter** included with your organizer. This letter is mandatory and must be signed prior to tax preparation.
- ____ Return the **organizer, engagement letter,** any supporting documents and additional information you want us to consider by one of the following convenient methods:
 - 1. Upload documents via ShareSafe: https://www.clientaxcess.com/sharesafe/#/StradaFG (If you have an established client portal, please access at: https://www.clientaxcess.com)
 - 2. Fax your information to: (503) 667-5369
 - 3. Drop off your information at the office. If dropping off outside of business hours, please use the drop box at the front door. If using the Drop Box, please notify us once dropped off.
 - 4. Mail or courier service to: 1510 NE Village Street, Fairview, OR 97024

Please use the best scanner available so we can easily read your documents. If taking pictures with a tablet or phone, please ensure that all information is clearly visible (attempt to flatten the document and take picture in well-lit conditions). If sending or dropping off your documents, **please check that pages are not stapled**. Thank you!

Please get all your information to us as soon as possible. Please note that information received after March 15th will likely result in an extension of time to file for your return.

At Strada Financial Group, we strive to provide the best service. We file these extensions to allow us the time needed to properly prepare and review the return. Please note that these extensions do not include an extension of time to pay. Providing us **all** of your information prior to March 15th can help avoid an extension being filed and any IRS penalties for late or underpayment of your taxes.

What to expect from us:

Upon receiving your tax information, we will go through the documents thoroughly as always, to complete your return. If submitted before March 15th, please allow two weeks for us to prepare and review your return. We will then contact you to review and discuss prior to finalizing the return.

It is our goal to ensure proper preparation of your tax return while taking advantage of all available deductions possible. We also strive to provide a tax efficient financial planning process that incorporates more than just preparing your tax return, like retirement, legacy and estate, and investment planning to name a few. Please inquire about how we can help you down the road (Strada in Italian) to financial peace.

We appreciate being able to prepare your tax return and look forward to serving you.

Sincerely

Strada Financial Group

1099 FORMS (If your business paid for services) DUE DATE – JANUARY 31ST

Did you pay any individual or <u>unincorporated</u> business such as an LLC a total of \$600 or more for services or rent in connection with your business during the year?

Did you pay \$600 or more to an attorney or law firm (even if the law firm is a corporation in connection with your business?

Information returns are required for these payments (Form 1099-MISC) *IF* you paid by cash or check. If you paid by credit card, a payment card, or via a "third party network" such as PayPal, you do not need to file 1099-MISC, as the credit card company or third party network will be filing 1099-K instead.

We can also prepare and electronically file 1099-DIV, 1099-R and other forms 1099 for you.

Oregon requires electronic filling of 1099 forms (1099-MISC, 1099-R, 1099-G) but not 1099-DIV or 1099-INT.

If you would like us to prepare these forms, please provide the following as soon as possible:

- 1. Name of each service provider you paid (Include personal and business name if using their social security number)
- 2. Address of each service provider (if new to us or changed)
- 3. Federal ID number or social security number of each service provider (if new to us or changed)
- 4. Total amount paid to each provider for the calendar year
- 5. The type of distribution/payment i.e. non-employee compensation or rent

Typical cost for us to prepare: \$40 plus \$15 for each additional 1099 requested at that time.

<u>PERSONAL PROPERTY</u> TAX RETURNS ((*If you own business equipment*) DUE DATE – MARCH 15TH (Oregon Counties – no extension) APRIL 30TH (Washington State Counties – no extension)

If you have a business or rental property, each county requires a business personal property tax return to be filed. The report lists the business equipment, such as computers or tools located in the county as of January 1st of each year. Licensed vehicles are not included. Equipment under your "capitalization limit" should be included.

If you would like our office to prepare your personal property tax return, please provide the following as soon as possible:

- 1. The preprinted personal property tax return if mailed to you by the county **including the asset list provided**.
- 2. An update of any personal property purchased or sold during the year, so we can update your property listing. If the county enclosed a list of the assets previously reported, please review this list and not any assets that may have been sold or scrapped.
- 3. Preliminary accounting information for the year. (It does not have to be "tax-ready" for this purpose.)

Typical cost for <u>us</u> to prepare: \$50-100

For both of the above, please send via ShareSafe, fax, mail or drop off at our office:

Strada Financial Group Attention: Connie 1510 NE Village Street Fairview, OR 97024 ShareSafe: https://www.clientaxcess.com/sharesafe/#/StradaFG Email: connie.vanderborg@stradafg.com Fax: (503) 667-5369 For questions or information please call (503) 663-8419

PLEASE REMOVE BEFORE RETURNING ORGANIZER



2019 Tax Return Checklist

Client Name:

Income:	Prior Year	Current Year
Wages (IRS W-2) Interest Income (IRS 1099-INT) Dividend Income (IRS 1099-DIV) Brokerage Statements (Form 1099-A,B,S) IRA/Pension/Annuity Income (IRS 1099R) Schedule K-1s (IRS K-1) Miscellaneous Income and Adjustments (IRS-1099-MISC, G) Rent and Royalty Income		
Itemized Deductions:		
Medical/Dental Expenses Real Estate Taxes Property Taxes Mortgage Interest (Form 1098) Charitable Contributions		
Other:		
Estimated Tax Payments		

* Provide any tax related information not listed above, e.g. new brokerage statements, K-1 investments, etc.



Personal Information

Taxpayer:	First Name and Initial		Last Name					Social Sec	urity Number	
	Occupation		Date of Birth (Mo/E	Da/Yr) D	Date of Death	(Mo/Da/Yr)				
	Driver's License or State-Issued ID Num Driver's License	ber State-Issued ID	Expiration Date (M		ssue Date (M	lo/Da/Yr)	State		Does not exp	oire
Spouse:	First Name and Initial		Last Name					Social Sec	urity Number	
	Occupation		Date of Birth (Mo/E	Da/Yr) D	Date of Death	(Mo/Da/Yr)				
	Driver's License or State-Issued ID Num	ber State-Issued ID	Expiration Date (M		ssue Date (M	lo/Da/Yr)	State		Does not exp	pire
Contact Information:				auon				A	Number	
	Street Address							Apartment	Number	
	City		St	ate				ZIP or Pos	tal Code	
	Foreign Province or County									
	Foreign Country									
	Taxpayer Daytime/Work Phone	Taxpayer Evening/Home	e Phone Taxpay	ver Foreign P	Phone				_	
	Taxpayer Cell Phone	Taxpayer Fax Number								
	Spouse Daytime/Work Phone	Spouse Evening/Home	Phone Spouse	e Foreign Ph	one				_	
	Spouse Cell Phone	Spouse Fax Number								
	Taxpayer Email Address								_	
	Spouse Email Address								-	
	Preferred Method of Contact								-	
	uthority discuss the return with						es	No		
Is the taxpayer claimed as a c	dependent on someone else's t	ax return?				L	Гахрау	er l	Spouse	
										lo
Are you considered legally bli										
Do you want to contribute to Are you a U.S. citizen or Gree	the Presidential Election Camp en Card holder?	aign Fund?			· · · · · · ·					
Personal Identification Num	bers: Code - 1 - Issued by	IRS 2 - Issued bv	State or City					,		
	. <u> </u>	<u> </u>		TS	State	City	Co	de	PIN	\square
Tax Organizer Legend	:									

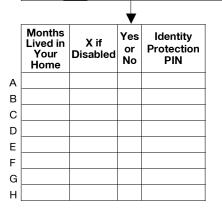
Throughout the tax organizer, you will find columns with the heading "TSJ". Enter "T" for taxpayer, "S" for spouse or "J" for joint.



Dependent Information:

	First Name and Initial	Last Name	Social Security Number	Date of Birth (Mo/Da/Yr)	Date of Death (Mo/Da/Yr)	Relationship to Taxpayer
A						
в						
С						
D						
E						
F						
G						
н						

Did dependent have income over \$4,200?



Provide the name of any dependent who is not a U.S. citizen or Green Card holder.

Provide the name of any person living with you who is claimed as a dependent on someone else's tax return.

List the years that a release of claim to exemption is given for a dependent child not living with you.

Wages and Salaries: Include all copies of your current year Forms W-2

Note: Use this section to report any wages and/or salaries for which no Form W-2 was received.

TS	Employer's Name	Taxable Wages	Tax Withheld				
13		Taxable wayes	Federal	FICA/TIER 1	Medicare	State	Local



Electronic Filing

Electronic Filing:

Electronic filing is the means by which your return is transmitted directly to the IRS and state tax authorities. The IRS has implemented an electronic filing mandate requiring certain preparers, including this firm, to file all returns that they prepare electronically. Some states also require certain preparers to electronically file state returns prepared. The IRS and some states allow taxpayers to elect not to file their returns electronically. If you prefer not to electronically file your return, please refer to and sign the opt-out statement below. Because some states have official opt-out forms, additional signatures may be necessary before your return can be filed.

Opt-Out Statement:

<u>Strada Financial Group</u> Tax return may be required to be electronically filed if the firm files the return on my (our) behalf. I (We) understand that electronic filing may provide a number of benefits to taxpayers, including an acknowledgment that the IRS received the return, a reduced chance of errors in processing, and faster refunds. I (we) do not want to file my (our) return electronically and will personally file the paper return. My (our) preparer will not file or otherwise mail or submit my (our) paper return to the IRS.

Taxpayer signature:	Date:	
Spouse signature:	Date:	

The IRS requires the use of a 5-digit self-selected Personal Identification Number (PIN) in lieu of mailing a signature document when electronically filing.

Would you like to use a randomly generated PIN?	Yes	No	
Taxpayer			ļ
Spouse			ļ
If No, enter a 5-digit self-selected PIN:			
Taxpayer PIN			
Spouse PIN			



Direct Deposit and Electronic Funds Withdrawal Account Information:

The IRS and certain states receive your refund or pay account information may al	a balance due electronically, cor	o and balances due to be paid direc mplete the following information. If y	tly from your financial institution. If you you selected either of these options in 2	018, yo	ur
Mould you like only refunde	awad to you directly deposited	0		Yes	NO
,	uld you like withdrawn, if not the				
	withdrawal occur, if other than		(Mo/Da/Yr)		
,	uld you like withdrawn, if not the				
If Yes, when should the	withdrawal occur, if other than	the due date of the return?	(Mo/Da/Yr)		
		electronically withdrawn on the due	. ,		
		your f <u>ederal r</u> eturn using electronic			
Would you like to pay a	ny estimated payments due for	your s <u>tate r</u> eturn(s) using electronica	ally withdrawal, if available?		
Routing Transit Number	r (RTN)				
Type of account:	Checking	Traditional Savings	IRA Savings		
	Archer MSA Savings	Coverdell Ed. Savings	HSA Savings		
Is this a business accou	int?	Yes	No		
Account owner		Taxpayer	Spouse	Join	ıt
Would you like any refunds	owed to you directly deposited	?	 	Yes	No
Would you like to pay any a	amount due on your <u>federal r</u> etu	rn using electronic withdrawal?			
If Yes, what amount wo	uld you like withdrawn, if not the	e entire balance due?			
If Yes, when should the	withdrawal occur, if other than	the due date of the return?	(Mo/Da/Yr)		
Would you like to pay any a	amount due on your <u>state</u> return	(s) using electronic withdrawal?			
If Yes, what amount wo	uld you like withdrawn, if not the	e entire balance due?			
If Yes, when should the	withdrawal occur, if other than	the due date of the return?	(Mo/Da/Yr)		
The IRS and some states a	llow estimated payments to be	electronically withdrawn on the due	dates of the estimated payments.		
Would you like to pay a	ny estimated payments due for	your federal return using electronic	withdrawal?		
		your state return(s) using electronica			
Name of bank or financi	al institution	· · · · · · ·			
Routing Transit Number					
Type of account:	Checking	Traditional Savings	IRA Savings		
Type of account.	Archer MSA Savings	Coverdell Ed. Savings	HSA Savings		
	Archer MSA Savings	Coverden Ed. Savings	HSA Savings		
Is this a business accou	int?	Yes	No		
Account owner		Taxpayer	Spouse	Join	ıt
I confirm that the bank a	account information and the dire	ect deposit/electronic withdrawal op	otions selected above are correct.		



U.S. Series I Savings Bonds Purchase

Up to \$5,000 of your refund may be used to purchase U.S. Series I Savings Bonds for yourself, your spouse, and up to two other individuals, in \$50 increments.

		-
Do you want to use any of your refund to purchase any U.S. Series I Savings Bonds?		

If Yes, provide the information requested for each type of bond you want to purchase using your refund.

If the purchase is for someone other than the taxpayer or spouse, or if the bond should have a co-owner or beneficiary, provide the name of the person receiving the bond (if not the taxpayer or spouse), the name of the person being designated as the co-owner of the bond, if applicable, the name of the person designated as the beneficiary of the bond, if applicable, and the amount of the bond to be purchased.

Joint: Co-owner name
Beneficiary name
Amount of refund, if not the entire refund, to be used to purchase U.S. Series I Savings Bonds
Note: If filing a married filing joint return, bonds purchased will be jointly owned by the taxpayer and spouse. In this case, the spouse's name does not need to be entered as a co-owner. If the bonds will not be jointly owned by the taxpayer and spouse, the savings bond information should be entered in the taxpayer, spouse, or other owner areas below.
Taxpayer:
Co-owner name
Beneficiary name
Amount of refund, if not the entire refund, to be used to purchase U.S. Series I Savings Bonds
Spouse:
Co-owner name
Beneficiary name
· · · · · · · · · · · · · · · · · · ·
Amount of refund, if not the entire refund, to be used to purchase U.S. Series I Savings Bonds
Bond purchases for someone other than the taxpayer or spouse:
Taxpayer name
Co-owner name
Beneficiary name
Amount of purchase
Taxpayer name
Co-owner name
Beneficiary name
· · · · · · · · · · · · · · · · · · ·
Amount of purchase

4B

Yes No



Interest Income

Interest Information:

Include copies of all Forms 1099-INT or other documents for interest received

		Tax-Exempt Interes	st Code: 1 - 1099-II	NT 2 - Private Acti	vity Bon	d 3 - Both	
TSJ	Name o	of Payer	Interest Income	U.S. Bonds and Obligations	Code	Tax-Exempt Interest	2018 Interest Amount
							_
							4
							4
							-
							4
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
L		Total					

Seller-Financed Mortgage Interest Information:

Name of Individual from Whom	Identification	2019 Interest	2018 Interest
Mortgage Interest Was Received	Number of Individual	Amount	Amount

Address of Individual from Whom Mortgage Interest Was Received

Enter Any Additional Information:

Note: List all items sold during the year on Form 7.



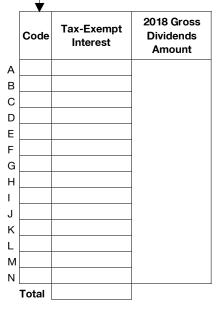
Dividend Income

Dividend Information:

Include copies of all Forms 1099-DIV or other documents for dividends received

TSJ	Name of Payer	Box 1a Total Ordinary Dividends	Box 1b Qualified Dividends	Box 2a Total Capital Gain Distribution	U.S. Bond Interest Amount or Percent in Box 1a
\					
3					
>					
>					
:					
:					
à 📖					
1					
<					
/					
1					
	Tota	I			

Tax-Exempt Interest Code: 1 - 1099-DIV 2 - Private Activity Bonds 3 - Both



Enter Any Additional Information:

Note: List all items sold during the year on Form 7.



Foreign Assets

Note: If the aggregate value of the accounts does not exceed \$10,000, then you do not need to provide details.

General Information:

TSJ	
Title of filer	
Enter all countries where you have foreign bank accounts	

Foreign Identification:

Passport	
Foreign TIN	
If not passport or TIN, enter description	
Number	
Country of issue	

Information on Foreign Financial Accounts:

	V	1 - Bank Accou	unt 2 - Securities A	Account 3	- Other]							
	Accoun Type	t If Other Accou	nt Type, Describe	Maximum Account Value		Account	Nu	ımber			inancial tution Na	me	
А													
в													
		S	Street Address						City				
А													
В													
			State		ZIP/P	ostal Cod	le	Country			G	IIN	
А													
В	lf you ha	ve no financial intere	st in the account										
	or accou	Int is jointly owned, p ount owner informatio	lease complete	Type of TIN C	ode: A -	Employer	lde	ntification No. (EIN) B-\$	SSN or l	TIN C-	Foreigr	<u> </u>
		Last Name or	Organization Name			First	t Na	ame	Middle Initial	Cuffix		kpayer lumbe	
А													
В													
	# of Joint Owners		Street Addr	ess						City			
А													
В													
	1 - No fir	nancial interest 2A	- Joint - spouse is join	t owner 2E	3 - Joint - (other joint	ow	ner 3 - Consolida		▼			
		S	State		ZIP/Post	al Code		Country)wner- ship Code	Fi	ler's T	itle
A													
В	<u></u> г]										
		1 - Deposit 2 - Cu	istodial										
	Туре	Foreign Currency	Exchange Rate		S	Source of	Exc	change		Acct Open	Acct Closed	Joint	No Tax Items Reported
A													
В													

No

Yes

900153 04-01-19



Asset Information:

	Description		Identifying Number	Date Acquired (Mo/Da/Yr)	Date Sold (Mo/Da/Yr)	Jointly Owned	No Tax Items Reported
Value	Foreign Currency		Source of Excl	nange Rate			

If Asset is Stock of a Foreign Entity or an Interest in a Foreign Entity

		▼	1 - Partnership	2 - Corporation	3 - Tr	ust 4 - I	Estate	
Name of For	eign Entity	Type of Foreign Entity		Mailing Address of	of Foreign	Entity		
City or Town of Foreign Entity	n of Foreign Entity Province, County or Country of Postal Code of State of Foreign Entity Foreign Entity Foreign Entity					GIIN		
Asset is NOT Stock of a Fo	reign Entity or an Interes	st in a Foi	eign Entity				S. person	
			1 - Issuer 2	- Counterparty	•	<u>2 - Fo</u>	reign perso ↓	
	Name of Issuer				Issuer Code	Type of Issuer	Residence of Issuer	

Mailing Address of Is	suer			C	itv or Town	of Issuer	
	1 - Individual	2 - Partn	ership	3 - Corporation	4 - Trust	5 - Estate	

Mailing Address of Issuer	City or Town of Issuer

Province, County or State of Issuer	Country of Issuer	Postal Code of Issuer

	Yes		No
Foreign assets were acquired or sold during the tax year			
Foreign Bank Accounts and Trusts:			
At any time during 2019, did you have an interest in or a signature or other authority over a financial account in a foreign country, such as a bank account, securities account or other financial account?			
Were you the grantor of, or transferor to, a foreign trust that existed during 2019, whether or not you had any beneficial interest in it?			
Worksheet: 114 and 8938 - Foreign Assets > General Information, Form 8938 Part VI - Asset Info, Stock/Int in Foreign Entity and Form 8938 Part VI - Not Stock or Interest in Foreign Entity (Continued)	900595	04-0)1-19



Brokerage Name	TSJ	Account Number
Brokerage Address		

Interest Income and Foreign Information

Int	eres	t Income:	(List all iter	ms sold di	uring the year	on Form 5G.)						
		cial Interest Coc Qualified Education			- Early Withdra - Nominee Inter		Accrued In Driginal Iss	terest sue Discount Ad		6 - Amortiz Premium A		
			ę	Source			Intere	st Income	U.S. Bor Obliga		▼ Code	Special Interest
А												
В												
С												
D												
Е												
	Ta×	-Exempt Interes	t Code: 1	- 1099-IN	2 - Private	e Activity Bond	3 - Both]				
	Code	Tax-Exe Intere			stment enses	Federa Withholdi		Sta Withho		Tax Ex Bond CU		2018 Interest Amount
А												
в												
С												

Foreign Taxes Paid or Accrued:

D E

	Source	Name of Foreign Country Imposing Tax	X if Tax Accrued	Date Paid or Accrued (Mo/Da/Yr)	Tax Amount (in Foreign Currency)	Tax Amount (in U.S. Dollars)
A						
в						
c						
D						
E						

Additional State Information:

	Payer ID	New Hampshire or Illinois Reason Interest is Nontaxable			
A					
в					
c					
D					
ΕĹ					



List all items sold during the year on Form 5G.

	5,						
	idend Income:	Та	x-Exempt Interest C	Code: 1 - 1099-DIV 2	? - Priva	te Activity Bonds	3 - Both
עוט					▼		_
		Form 1099-DIV					
	Source	Box 1a Total Ordinar Dividends		U.S. Bond Interest Amount or Percent in Box 1a	Code	Tax-Exempt Interest	
А							
в							
С							
D							
Е							

[Form 10	099-DIV		
	Box 2a Total Capital Gain Distribution	Box 2b Unrecaptured Section 1250 Gain	Box 2c Section 1202 Gain	Box 2d Collectibles (28%) Gain	Box 3 Nondividend Distributions	2018 Gross Dividends Amount
A						
в						
С						
D						
E						

	Form 1099-DIV							
	Box 4 Federal Withholding	Box 5 Section 199A Dividends	Box 6 Investment Expenses	State Withholding				
А								
в								
С								
D								
Е								

Foreign Taxes Paid or Accrued:

	Source	Name of Foreign Country Imposing Tax	X if Tax Accrued	Date Paid or Accrued (Mo/Da/Yr)	Tax Amount (in Foreign Currency)	Tax Amount (in U.S. Dollars)
A						
в						
С						
D						
E						

Additional State Information:

	Payer ID	New Hampshire Reason Dividend is Nontaxable
A		
в		
С		
D		
Ε		



Gains or Losses from Sales of Stocks, Securities and Other Capital Assets:

Include all Forms 1099-A, 1099-B, 1099-MISC, 1099-S and copies of mutual fund statements for the year

Did you have any of the following during the year?	Yes	No
Mutual fund transactions		
Exchange of any securities or investments for something other than cash		
Sales of inherited property		
Sales of any stock or stock options at a loss and purchases of the same or substantially similar stock or options 30 days before or 30 days after the sale		
Commodity sales, short sales or straddles		
Reinvestment of the proceeds of the sale of a publicly traded security into an SSBIC interest		
Reinvestment of the proceeds of the sale of qualified small business stock in other qualified small business stock		
Securities which became worthless		

	Kind of Property and Description	Quantity	Date Acquired (Mo/Da/Yr)	Date Sold (Mo/Da/Yr)
Α				
в				
С				
D				

	Gross Sales Price (Less Commissions)	Cost or Other Basis	Federal Tax Withheld	State Tax Withheld
А				
в				
С				
D				

Other Income:

Nature and Source	2019 Amount	2018 Amount

Other Adjustments to Income:

Nature and Source	2019 Amount	2018 Amount

Investment Interest Expense:

Interest paid on money you borrowed that is allocable to property held for investment.

Paid To	2019 Amount	2018 Amount

Foreign Bank Accounts and Trusts:

At any time during 2019, did you have an interest in or a signature or other authority over a financial account in a foreign country, such as a bank account, securities account, or other financial account?	Yes	No
If Yes, enter name of foreign country		
Were you the grantor of, or transferor to, a foreign trust that existed during 2019, whether or not you had any beneficial interest in it?		



Gains or Losses from Sales of Stocks, Securities and Other Capital Assets:

Include all Forms 1099-A, 1099-B, 1099-S and copies of mutual fund statements for the year

Did you have any of the following during the year?

vid you have any of the following during the year?	Yes	No	,
Mutual fund transactions			
Exchange of any securities or investments for something other than cash			
Sales of inherited property			
Sales of any stock or stock options at a loss and purchases of the same or substantially similar stock or options 30 days			
before or 30 days after the sale			
Commodity sales, short sales or straddles			
Reinvestment of the proceeds of gains in a qualified opportunity fund			
Sale of any investments in qualified opportunity funds			
Reinvestment of the proceeds of the sale of qualified small business stock in other qualified small business stock			
Debts that became uncollectible			
Securities that became worthless			
Sale of any property where you will receive payments in future years			

TSJ	Kind of Property and Description	Quantity	Date Acquired (Mo/Da/Yr)	Date Sold (Mo/Da/Yr)
\				
3				
;				
:				
à				
1				

	Gross Sales Price (Less Commissions)	Cost or Other Basis	Federal Tax Withheld	State Tax Withheld
A				
в				
С				
D				
E				
F				
G				
н				

Installment Sales: Do not include interest received in principal amount

TSJ	Property Description	Date Sold (Mo/Da/Yr)	2019 Principal Received	2018 Principal Received



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Sale or Exchange of Your Home:

mer Home Information	
TSJ	
Date acquired	 Yr)
	Yr)

Original Cost and Cost of Improvements:

Description	Amount

Sale Expenses:

Commissions, legal fees, advertising and other expenses.

Description	Amount
Did you personally own and occupy the home for at least 2 of the 5 years preceding the sale?	Yes No
If your spouse is deceased, did the sale occur within two years of the date of death and did your spouse live in the home for at least 2 of the 5 years preceding the sale?	Yes No
If you had a foreign mortgage on the above property, please provide the amount of the mortgage retired on the sale and the of was acquired or the date the mortgage was most recently renegotiated	
Moving Expenses:	
TSJ	
Were the moving expenses reimbursed by your employer?	Yes No
Enter reimbursements not included in wages on your Form W-2	
Was the move due to a permanent change of station pursuant to a military order?	Yes No
Mileage:	Miles
Number of miles from old home to new workplace (applicable only on some state returns)	
Number of miles from old home to old workplace (applicable only on some state returns)	
Number of automobile miles in move	
Transportation Expenses:	Amount

Transportation Expenses:	Amount
Costs of transportation of household goods and personal effects	
Costs of travel and lodging (do not include meals or automobile expenses)	
Automobile expenses (gasoline, oil, etc.)	
Meals (Pennsylvania only)	



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Individual Retirement Account (IRA): Include all copies of Forms 1099-R and 5498.

IRA Questions for 2019:	Yes	No
Are you covered by an employer's retirement plan?		
If no, is your spouse covered by an employer's retirement plan?		
Do you want to limit your IRA contribution to the maximum amount deductible on your tax return?		
If no, do you want to contribute the maximum allowable amount to your IRA even though you may not qualify		
for an IRA deduction?		
Did you use any IRA as security for a loan this year?		
Did you have any transactions with any IRA during the year?		
If Yes, explain.		

IRA Values, Rollovers, and Distributions:

Total value of all traditional IRAs on December 31, 2019	
Note: This information or Form 5498 is required if you received a distribution during the year.	
Outstanding rollovers on December 31, 2019	
Total distributions converted to Roth IRAs	
Total retirement plans converted to Roth IRAs	

Contributions:

IRA:	
Contributions in 2019 for the 2019 tax return	
Contributions in 2020 for the 2019 tax return	
Amount for 2019 you choose to be treated as nondeductible	
Roth IRA:	
Contributions made for the 2019 tax year	
· · · · · · · · · · · · · · · · · · ·	P

Distributions:

Include all Forms 1099-R and any nontaxable distribution details

Name of Payer	2019 Gross Distributions	Taxable Amount	Federal Tax Withheld	State Tax Withheld	Is this a Rollover?	
						1
						1
						1



Pensions and Annuities: Include all Forms 1099-R and any nontaxable distribution details

TSJ	Name of Payer	2019 Gross Distributions	Taxable Amount	Federal Tax Withheld	State Tax Withheld	Is this a Rollover?	2018 Gross Distributions
							-

Self-Employed Retirement Plan:

Include copies of all Forms 1099-R

	Taxpayer	
Have you established a self-employed retirement or SIMPLE plan with deductible contributions?	Yes No	Yes
Contributions to:	2019 Amount	20
Simplified employee pension plan Defined benefit plan Defined contribution plan SIMPLE plan		

20	19 Am	ount

Spouse No



Include Forms: W-2G, 1099-MISC, 1099-RRB, 1099-SSA, 1099-SA, 1099-LTC and 1099-G

Miscellaneous Income and Adjustments:	TSJ		TSJ	
	2019 Amount	2018 Amount	2019 Amount	2018 Amount
Unemployment compensation received				
Unemployment compensation repaid in 2019				
Social security benefits received				
Social security benefits repaid in 2019				
Medicare premiums withheld				
Tier 1 railroad retirement benefits received				
Tier 1 railroad retirement benefits repaid in 2019				
Total lump sum social security received				
Lump sum taxable social security				
Other federal withholding				
Other state withholding				

State and Local Income Tax Refunds:

тен	State	City	Tax	Income Ta	ax Refund
130	State	City	Year	State	Local

Other Income:

TSJ	Nature and Source	2019 Amount	2018 Amount

Alimony Paid or Received:

TSJ	Recipient's Name	Recipient's Social Security No.	Alimony Received?	2019 Amount	2018 Amount



Educator Expenses: Deduction for amounts paid by educators of kindergarten through Grade 12

TS	2019 Amount	2018 Amount

Health Savings Accounts (HSAs)

TS	Description	2019 Amount	2018	3 Amou	nt
	Contributions made for 2019				
	Distributions received from all HSAs in 2019				
What typ	be of coverage applies to your high deductible health plan?			Yes	No
Were an	y HSA contributions listed above also shown on your Form W-2?				
Were all	distributions from your HSA for unreimbursed medical expenses?				
Did you	or your spouse enroll in Medicare?				
If Yes	s, what month did you enroll?				
What	t month did your spouse enroll?				

Other Adjustments to Income: Include all Forms 1098-E for Student Loan Interest Paid

TSJ	Nature and Source	2019 Amount	2018 Amount



Medical and Dental Expenses:	TSJ	2019 Amount	2018 Amount
Prescription medicines and drugs			
Total medical insurance premiums paid *			
Long-term care expenses			
Total insurance reimbursement			
Number of miles traveled for medical care			
Lodging			
Doctors, dentists, etc.			
Hospitals			
Lab fees			
Eyeglasses and contacts			

	2019 Amount	2018 Amount
Taxpayer long-term care insurance premiums paid		
Spouse long-term care insurance premiums paid		

* Do not include Medicare premiums or premiums deducted in computing taxable wages reported on a W-2.

Other Medical Expenses:

TSJ	Description	2019 Amount	2018 Amount

Taxes Paid:	Include copies of your tax bills	TOI	0040 Am aunt
		TSJ	2019 Amount
Personal prope	erty taxes paid (include vehicle taxes)		

Itemize real estate taxes by state.

General sales taxes paid on specified items

TSJ	Real Estate Taxes	2019 Amount	2018 Amount

Other Taxes Paid:

TSJ	Description	2019 Amount	2018 Amount

If you purchased or sold your home in 2019, did you include any taxes from your closing statement in the amounts above?

2018 Amount

Yes

No



Mortgage Questions for 2019:

	es	No
If you purchased or sold your home, did you include any mortgage interest from your closing statement in the amount below?		
Did you refinance your home? (If Yes, enclose the closing statement.)		
If Yes, how many years is your new mortgage loan?		
Did you purchase a new home or sell your former home during the year?		
If Yes, enclose the closing statements from the purchase and sale of your new and former homes.		
If Yes, also, did you (or your spouse, if married) have an ownership interest in a principal residence in the US		
during the 3 year period prior to the purchase of this home?		
If Yes, did you (and your spouse, if married at the time of purchase) own and use the same home as a principal residence		
in the U.S. for any 5 consecutive year period during the 8 year period ending on the purchase date of the new home?		

Home Mortgage Interest Paid To Financial Institutions:

TSJ	Paid To	Did You Receive Form 1098?				2019 Amount	2018 Amount
150	Faid to	Yes	No	2013 Amount	2010 Amount		

Other Home Mortgage Interest Paid:

TSJ		Paid To	ID Number	2019 Amount	2018 Amount
130	Name	Address		2019 Amount	2018 Amount

Deductible Points:

TSJ	Paid To	Did You Receive Form 1098?		2019 Amount	2018 Amount
		Yes	No	2019 Amount	2010 Amount

Mortgage Insurance Premiums:

Premiums paid or accrued for qualified mortgage insurance.

TSJ	2019 Amount	2018 Amount

Investment Interest Expense:

Interest paid on money you borrowed that is allocable to property held for investment.

TSJ	Paid To	2019 Amount	2018 Amount



Cash Contributions: Include all Forms 1098-C or other documentation.

You cannot deduct a cash contribution, regardless of the amount, unless you keep as a record of the contribution a bank record (such as a canceled check, a bank copy of a canceled check, or a bank statement containing the name of the charity, the date, and the amount) or a written communication from the charity. The written communication must include the name of the charity, date of the contribution, and amount of the contribution. Clothes and household items donated must be in good, used condition or better in order to be deductible unless the item donated is worth more than \$500 and you have the item's value appraised. Attach a copy of the appraisal. Include any vehicles donated to charity.

TSJ	Organization or Description of Contribution	2019 Amount	2018 Amount

TSJ	Conservation Real Property	2019 Amount	2018 Amount
	100% limit		
	50% limit		
TSJ	Description	2019 Miles	2018 Miles
	Number of miles traveled performing volunteer work for qualified charitable organizations		

Noncash Contributions Totaling \$500 or Less: Include all documentation.

TSJ	Description of Donated Property	2019 Amount	2018 Amount

Noncash Contributions Totaling More Than \$500: Include all Forms 1098-C or other documentation.

	TSJ	Property Description	Date Acquired	Date of Donation	Cost or Basis
А					
В					
С					

	Fair Market Value (FMV)	Method Used to Determine FMV	Other Method Description	
A				
в				
c				
-			ppraisal 3 - Comparable Sale 5 - Thrift Shop Value atalog 4 - Other (Describe) 1 - Gift 3 - Excha	

	Donee Organization Name	Donee Organization Address
A		
в		
c		

15



* These expenses are not deductible on the federal return but may be deductible on some state returns.

TSJ

Miscellaneous Itemized Deductions:

Union and professional dues *	
Tax preparation fee *	
Professional subscriptions *	
Hobby expense (To extent of income) *	
Safe deposit box *	
Uniforms and protective clothing *	
Work tools *	
Gambling losses	
Estate taxes	

Other Itemized Deductions:

Examples:

- Certain legal and accounting fees *
- Employment agency fees *
- Impairment-related work expense of a disabled person

2019 Amount

- Investment expenses * • Custodial fees *
- Certain educational expenses *
- Repayment of amounts under a claim of right
- Amortizable bond premium
- TSJ 2019 Amount 2018 Amount Description

Casualty or Theft Loss:

TSJ Property description
Which of the following describes the type of property that sustained the casualty or theft loss?
Personal use Business use Income producing Employee Use Personal use attributable to insolvent or bankrupt financial institution losses on deposits
Was the loss due to a federally declared disaster?
Date acquired (Mo/Da/Yr) Date damaged or lost (Mo/Da/Yr)
Original cost or other basis
Fair market value before casualty
Fair market value after casualty
Cost of replacement

Worksheets: Itemized Deductions > Miscellaneous Deductions and Gains and Losses > Business Property, Casualties and Thefts 900261 04-01-19 Forms A-4 and D-2

2018 Amount



General Information:

TSJ	
Employer identification number	
	Yes
Did you pay any one household employee cash wages of \$2,100 or more in 2019?	
Did you withhold any federal income tax from wages paid to any household employee?	
Did you pay total cash wages of \$1,000 or more in any calendar quarter of 2018 or 2019?	

Social Security, Medicare and Income Taxes:	2019 Amount	2018 Amount
Cash wages subject to social security taxes		
Cash wages subject to Medicare taxes (if different than cash wages subject to social security)		
Cash wages subject to additional Medicare tax withholding		
Federal income tax withheld		
State disability plan payments subject to social security taxes		
State disability plan payments subject to Medicare taxes (if different than plan payments subject to social security)		

Federal Unemployment (FUTA) Tax:

	Yes	No
Did you pay unemployment contributions to more than one state?		
Were all of the wages subject to FUTA tax subject to the state's unemployment tax?		

State	Total Cash Wages Subject to FUTA	2018 Amount

Complete the following for all state unemployment contributions made:

X if payment to be made after April 15, 2020 $\,-\,$

			V	
Name of State	Total Taxable Wages	Contribution Paid to Unemployment Fund	х	2018 Amount

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Federal Tax Payments

Refund Application:

If you have an overpayment of 2019 taxes, do you want the excess:

Refunded	nated tax liability	Yes Yes	No No
Federal Estimated Tax P	ayments:		
2019 1st Quarter Estimate 2019 2nd Quarter Estimate 2019 3rd Quarter Estimate 2019 4th Quarter Estimate	· · · · · · · · · · · · · · · · · · ·		(Due 04-15-2019) (Due 06-17-2019) (Due 09-16-2019) (Due 01-15-2020)
2018 overpayment applied to	2019 estimate		

	Amount Due	Date Paid if Not Date Due (Mo/Da/Yr)	Amount Paid
5-2019)			
7-2019)			
6-2019)			
5-2020)			

Tax Planning Information for Tax Year 2020:

Do you expect any of the following to occur in 2020?	Yes	No
A change in your marital status		
A change in the number of your dependents		
A substantial change in your income		
A substantial change in your withholding		
A substantial change in deductions		

If you answered Yes to any of the above questions, provide details.

Worksheet: Estimates and Application of Overpayment > Estimate Options
Payments > Federal Estimated Tax Payments
Forms T-1 and T-2



TSJ

State and City Estimated Tax Payments:

	State/City		
	Amount Due	Date Paid if Not Date Due (Mo/Da/Yr)	Amount Paid
2019 1st Quarter Estimate			
2019 2nd Quarter Estimate			
2019 3rd Quarter Estimate			
2019 4th Quarter Estimate			
If you have an overpayment of 2019 taxes, do you			
want the excess applied to your 2020 estimated tax liability?			Yes No
2018 overpayment applied to 2019 estimate		[
Balance of prior year(s)' tax paid in 2019 plus		Γ	
amount paid with 2018 extensions Estimated tax payments for 2018 paid in 2019			

State and City Estimated Tax Payments:

State and City Estimated Tax Payments:	TSJ State/City			
	Amount Due	Date Paid if Not Date Due (Mo/Da/Yr)	Amount Paid	
2019 1st Quarter Estimate				
2019 2nd Quarter Estimate				
2019 3rd Quarter Estimate				
2019 4th Quarter Estimate				
If you have an overpayment of 2019 taxes, do you				
want the excess applied to your 2020 estimated tax liability?			Yes No	
2018 overpayment applied to 2019 estimate		[
Balance of prior year(s)' tax paid in 2019 plus		r		
amount paid with 2018 extensions				
Estimated tax payments for 2018 paid in 2019				

State and City Estimated Tax Payments:	TSJ State/City			
	Amount Due	Date Paid if Not Date Due (Mo/Da/Yr)	Amount Paid	
2019 1st Quarter Estimate				
2019 2nd Quarter Estimate				
2019 3rd Quarter Estimate				
2019 4th Quarter Estimate				
If you have an overpayment of 2019 taxes, do you				
want the excess applied to your 2020 estimated tax liability?			Yes No	
2018 overpayment applied to 2019 estimate		Γ		
Balance of prior year(s)' tax paid in 2019 plus				
amount paid with 2018 extensions				
Estimated tax payments for 2018 paid in 2019				



Include all of your current year Forms W-2G

TS Name of Payer		Tax Withheld		
	Gross Winnings	Federal	State	



Gifts Made Outright to an Individual

NOTE: Only complete Forms 34 and/or 35 if in 2019:

- You made gifts of cash or marketable securities to an individual that exceeded \$15,000; or
- You made gifts of hard-to-value assets (such as closely-held stock) to an individual of any amount; or
- You made any transfers to a trust (including paying premiums on a life insurance policy that was transferred to a life insurance trust).

You should include all gifts made to each individual during the year, including gifts for his or her birthday, holiday, anniversary, graduation, etc. In addition, include any gifts you made for educational or medical expenses. You can exclude amounts paid directly to a qualifying educational organization for tuition. You can also exclude amounts paid directly to health care providers if the expenses relate to nonelective medical expenses.

If you made any loans with an interest rate below the market rate of interest, provide details below.

If your most recent gift tax return was not prepared by us, include a copy.

For gifts other than cash, include a copy of any appraisal(s) of assets. If no appraisal is available, describe how the value was determined.

For each gift made outright to an individual during the year, provide the following information:

Gift 1:

Person giving the gift	Taxpayer Spouse Joint
Name of person receiving the gift	
Address of person Your relationship to the person (e.g., son, granddaughter or friend)	
Age of the person	
Date(s) of gift(s) (Mo/Da/Yr) Description and amount of assets gifted (e.g., \$15,000 in cash or 500 shares of ABC stock)	
Cost basis of assets gifted if other than cash	

Gift 2:

Person giving the gift	Taxpayer	Spouse	Joint
Name of person receiving the gift			
Address of person Your relationship to the person (e.g., son, granddaughter or friend)			
Age of the person			
Date(s) of gift(s) (Mo/Da/Yr) Description and amount of assets gifted (e.g., \$15,000 in cash or 500 shares of ABC stock)		_	
Cost basis of assets gifted if other than cash			



Gifts Made in Trust

NOTE: Complete this form only if you have made gifts in or to a trust during the year.

For each gift made in trust during the year, provide the following information:

Name of trust receiving the gift	
Name of the trustee	
Address of the trustee	
Trust identification number	
Name of the beneficiary of the trust	
Your relationship to the beneficiary	
(e.g., son, granddaughter or friend)	
Age of the benefician	
Age of the beneficiary	
Date(s) of gift(s) (Mo/Da/Yr)	
Description and amount of assets gifted	
(e.g., \$15,000 in cash or 500 shares of ABC stock)	
Cost basis of sparts sifted if other than each	
Cost basis of assets gifted if other than cash	
Value of assets gifted if other than cash	
· · · · · · · · · · · · · · · · · · ·	
For gifts other than cash, include a copy of any appraisal(s) of assets	s. If no appraisal is available, describe how the value was
determined.	

Include a copy of the following:

A copy of the trust document(s) unless previously furnished to us.

A copy of the letter(s) notifying the beneficiary of his or her right to withdraw, if the trust grants the beneficiary the right to withdraw amounts contributed to the trust.



Additional Information

Oregon Information (Page 1 of 2)



					Taxpayer	Spouse
Gen	eral Information:				Yes No	Yes No
Do	o vou qualify as disabled?					
	you are a retired U.S. Governm					
	enter the payer's name and d					
TSJ		Payer'	s Name		From (Mo/Da/Yr)	To (Mo/Da/Yr)
i						
Residency Information:					From (Mo/Da/Yr	To (Mo/Da/Yr
	you did not live in Oregon for a		, , , , , , , , , , , , , , , , , , , ,			
		Oregon where you had		· · · · ·		
duc	ation Savings:				Yes No	
Did	you or your spouse make any	contributions to a 529	Oregon College Savings Networ	k account?		
	If Yes, enter the following:					
тѕ	Name of Designated	Portfolio Number	mber Account Nu		2019 Amount	
	Beneficiary	Number		Account Hum		Contributed
/olu	ntary Contributions:	<u> </u>		1		
	-					
En	ter the amount you wish to co	ntribute on your 2019 ta				
				mer's Disease Research		
	Oregon Historical Society			ead Start Association	· · · · · · · -	
				Domestic and Sexual Vic		
	Oregon Food Bank	· · · · · · · · · · · · · · · ·	OR M	OR Military Financial Assistance		
Ot	her Charity (Choose up to two	of the following):				
	American Diabetes Association	on	Orego	on Coast Aquarium	[
		··· · · · · · · · · · · ·	010gt		· · · · · · · · 🛏	
	OLADT		•	E		
	OLADT		SOLV			
	SMART		SOLV	Ε		

If you or your spouse wish to contribute \$3.00 to a political party, specify a party.

Planned Parenthood of OR

Shriner's Hospital for Children

Susan G. Komen for the Cure

Oregon Nongame Wildlife

ALS Association

Taxpayer:	Constitution	Democratic	Independent	Libertarian
	Republican	Pacific Green	Progressive	Working Families
Spouse:	Constitution Republican	Democratic Pacific Green	Independent Progressive	Libertarian Working Families

LIONS

Special Olympics Oregon

Cascade AIDS project

Veterans Suicide Prevention



Enter Any Additional Oregon Information: