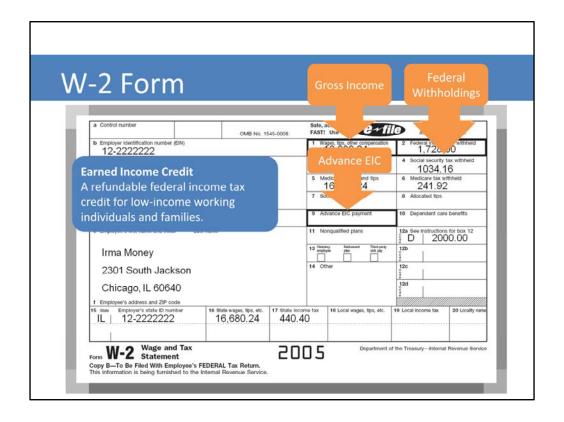
a Control number	OWB No. 1545-0008	FASTI Use G"II	at www.ks.gov/et/le.		
b Employer identification number (EIN) 12-2222222		16,680.24	1,728.00	-300	
c Employer's name, address, and ZP code	_	3 Social security wages 10,000.24	4 Social security tax withheld TU34, TU		
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1				47.5	
Wage and Tax	200		f the Treasury—informal Revenue Service	2 4000	

So, you've been paying income taxes all year and now comes the exciting part: you get to file and find out if either the state or the federal government owes you money!

Before you start the process of filing, you will need certain records in order to complete your tax return. Let's look at some of these. First, your employer will mail you a copy of your W-2 form, an example of which is shown here. This form lists your earnings and withholdings for the year. You receive a W-2 for each job you held during the year and you must enclose a copy of each when you file your taxes.





Let's take a closer look at the W-2 form. Box one contains your gross (as in, total earned) income. Make sure that the income you report on your return reflects this number. Box two shows how much federal income tax was withheld from your paychecks through the year. This is the number that determines whether you owe the government because you withheld too little, or you get a refund because you withheld too much.

Boxes four and six have no affect on your income tax status, but you might be interested to see how much you contributed to Social Security and Medicare over the course of the year.

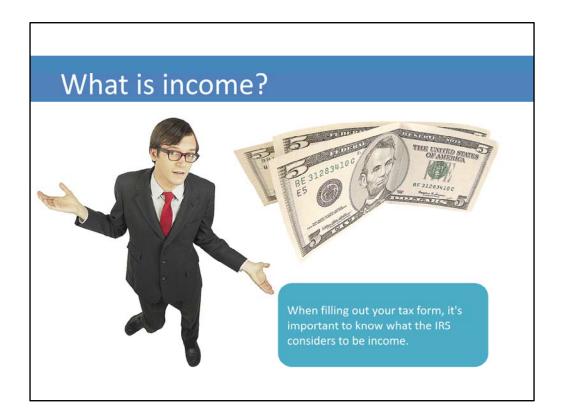
Box nine shows your advance EIC, or Earned Income Credit, payment. Although we won't be using it here, this box is used by low wage earners. EIC tax credits vary based on your income and the number of children you have. The tax credits are subtracted from your gross income when calculating your taxable income.



	RRECTED		
PAYER'S name, street address, city, state, ZIP code, and telephone of MoneyFlow, Inc. 441 Money Lane San Diego, CA 78965	1 Interest income \$ 150.00	OMB No. 1545-0112 2011 Inte	rest Income
PAYER'S federal identification number   RECIPIENT'S identification number		Bonds and Treas, obligations	Copy A
RECIPIENT'S name	\$ 4 Federal income tax withheld	5 Investment expenses Internal Rever Service Cen File with Form 10	
Street address (including apt. no.) 55 Green Road	6 Foreign tax paid S	Foreign country or U.S. possession	For Privacy Act and Paperwork Reduction Act Notice, see the 2011 General
City, state, and ZIP code San Diego, CA 89465	8 Tax-exempt interest	9 Specified private activity bond interest	Instructions for Certain Information Returns.
Account number (see instructions) 2nd Til	N not. 10 Tax-exempt bond CUSIP	no. (see instructions)	Hotums.
m 1099-INT	Cat. No. 14410K	Department of the Treasury -	Internal Revenue Service

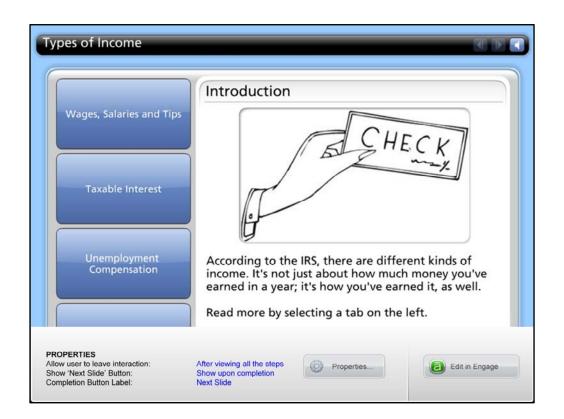
Do you have a savings account? If so, you should receive a 1099-INT from the bank where you have that account. This form lists the total interest that the bank paid on your account that year. You need to pay tax on this interest income if it's over six hundred dollars for the year.



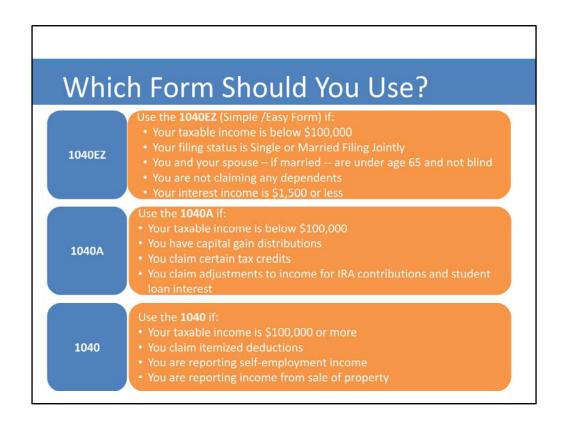


Before we look at the different tax forms, let's look at what the IRS considers to be income. This is very important to understand when it's time to fill out your taxes.







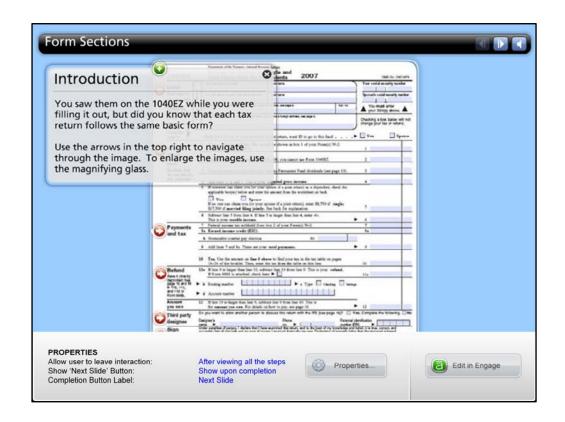


Which of the three income tax forms should you use? Look at each and see which one would most likely apply to your situation.

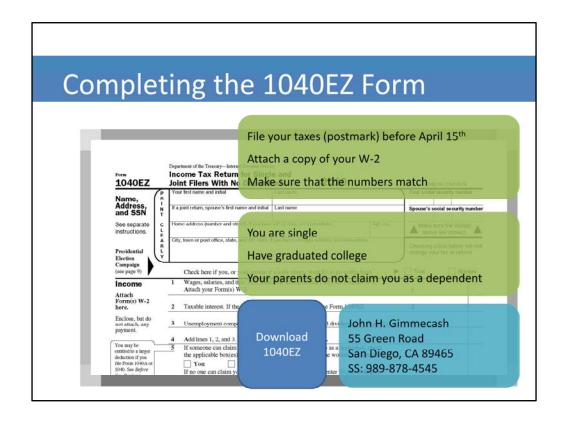












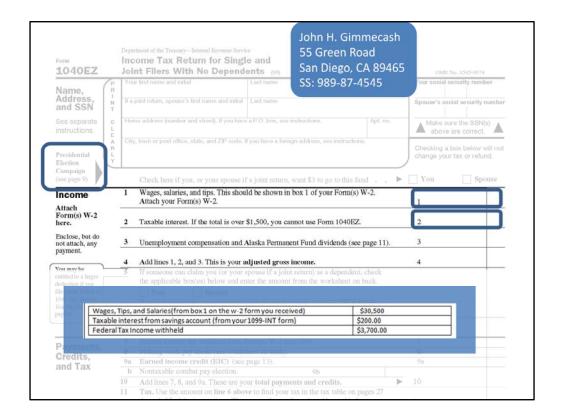
Alright, that's enough talk about forms for now. Let's apply a little of what we've learned.

Next, since it is likely that you will be using the 1040EZ form for several years, let's complete a sample form. It's called the EZ form because it's shorter than the regular 1040, which is also called the long form because it is, in fact, extremely long. You must file your taxes (postmark) before April 15<sup>th</sup>, or you may have to pay a penalty. Remember, you must attach a copy of your W-2 to your 1040EZ form when you send in your taxes and make sure that the numbers match where they're supposed to match.

First, remember to fill in the top part with all your personal information. In this case, we will say that you are single, have graduated from college, and your parents can no longer claim you on their tax return. Therefore, you are not a dependent. Use the information on screen to complete the form.

Click the link to access the 1040EZ template that you can save or print.





Begin by completing lines 1-4 on the EZ form. Use the data from the example W-2.

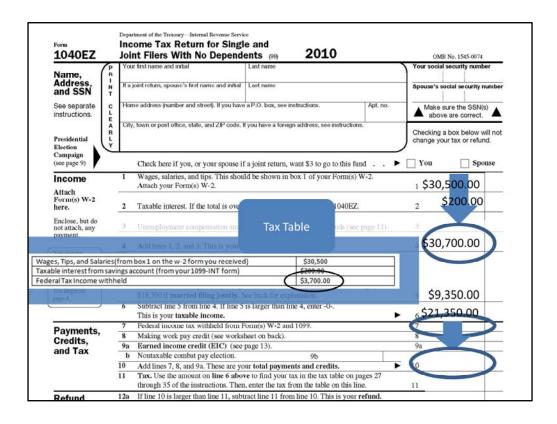
Enter the example personal information on the top of the form.

If would like to donate \$3.00 of your money to the presidential campaign, then you can check this box before filling in line 1 on the form.

Complete line 1 by filling in the wages, tip, and salaries.

Complete line 2 by filling in the taxable interest.





Skip step three unless you are a resident of Alaska, or collected unemployment last year.

Add lines one, two and three to come up with the adjusted gross income. This is your income before subtracting any deductions or expenses.

Since no one can claim you as a dependent, you will be able to use the standard deduction. Read line 5 to see which amount will apply to you. Did you fill in \$9350.00? That's correct.

Now, we can calculate your taxable income (the income figure that is used to determine your tax liability) on line 6. As the form states, you will need to subtract line 5 from line 4. This will determine if you are receiving a refund or if you owe the IRS money. What did you get? Remember, in order to get your taxable income, you must subtract your standard deduction from your adjusted gross income.

Now, let's check our W-2 form to find how much our employer actually withheld and sent to the government for tax payments. Enter this number on line 7. As we said earlier, you probably don't have to worry about the earned income credit. If you think you qualify, you will have to review the additional information in the EZ booklet.

Add lines 7, 8 and 9a to come up with your total payments and credits. This is how much you have already paid the government towards your income taxes.

not attach, any	3 Unemployment compensation and Alaska Permanent Fund dividends (see page 11).	3
payment.	4 Add lines 1, 2, and 3. This is your adjusted gross income.	4 \$30,700.00
You may be entitled to a larger deduction if you file Form 1040A or 1040. See Before You Begin on page 4.	5 If someone can claim you (or your spouse if a joint return) as a dependent, check the applicable box(es) below and enter the amount from the worksheet on back.  You Spouse If no one can claim you (or your spouse if a joint return), enter \$9,350 if single; \$18,700 if married filing jointly. See back for explanation.	5 \$9,350.00
	6 Subtract line 5 from line 4. If line 5 is larger than line 4, enter -0 This is your taxable income.	6 \$21,350.00
Payments, Credits,	7 Federal income tax withheld from Form(s) W-2 and 1099.	7 S3,700.00
	8 Making work pay credit (see worksheet on back).	8
and Tax	9a Earned income credit (EIC) (see page 13).	9a
and rax	b Nontaxable combat pay election. 9b	- ¢2.700.00
	<ul> <li>Add lines 7, 8, and 9a. These are your total payments and credits.</li> <li>Tax. Use the amount on line 6 above to find your tax in the tax table on pages 27 through 35 of the instructions. Then, enter the tax from the table on this line.</li> </ul>	\$3,700.00
Refund	12a II mie to is iarger man mie 11, suonaci mie 11 nom mie 10. Tins is your retuind.  If Form 8888 is attached, check bere ▶ □	\$912.00
Have it directly deposited! See page 18 and fill in 12b, 12c, and 12d or Form 8888.	b Routing number	Savings
Form \$888.		
	12 It is the thirt was a large to the to fine to fine the Thirty	
Amount You Owe	the amount you owe. For details on how to pay, see page 19.	13
Amount You Owe		13 es. Complete the following. No
Amount	Do you want to allow another person to discuss this return with the IRS (see page 20)?	es. Complete the following. No
Amount You Owe Third Party	Do you want to allow another person to discuss this return with the IRS (see page 20)?  Designed's Phone Persons no.  Phone Persons number  Losser parameters or perpuy, it declare that it have examined may return, and to the best of my proposed a accurately lists all amounts and sources of income I received during the tax year. Declaration of preparer (or on all information of which the preparer has any knowledge.	es. Complete the following. No I identification (PIN)  An online, it is intio, correct, and ther than the taxpayer) is based
Amount You Owe Third Party Designee	Do you want to allow another person to discuss this return with the IRS (see page 20)?  Designee's Phone Person number to prepare to the Person number of persons number to prepare to the Person number to persons or perso	es. Complete the following. No 1 identification (PIN) No
Amount You Owe Third Party Designee Sign Here	Do you want to allow another person to discuss this return with the IRS (see page 20)?  Designed's Phone Persons no.  Phone Persons number  Losser parameters or perpuy, it declare that it have examined may return, and to the best of my proposed a accurately lists all amounts and sources of income I received during the tax year. Declaration of preparer (or on all information of which the preparer has any knowledge.	es. Complete the following. No I identification (PIN)  An online, it is intio, correct, and ther than the taxpayer) is based
Amount You Owe  Third Party Designee  Sign Here  Joint return? See page 6. Keep a copy for your records.	Do you want to allow another person to discuss this return with the IRS (see page 20)?  Designee's name Phose Person number  Linker parameters or perjury, 1 decaste that I have examined the representation of perjury accurately lists all amounts and sources of income I received during the tax year. Declaration of preparer (or nall information of which the preparer has any knowledge.  Your signature  Date Your occupation	es. Complete the following. No I identification (PIN)  An online, it is intio, correct, and ther than the taxpayer) is based

Did you come up with this amount on line 11?

Now, the moment you have been waiting for. Will you owe or receive a refund? If line 10 is greater than line 11, you will receive a refund. Subtract line 11 from line 10 and enter this number on line 12a.

If line 11 is larger than line 10, you owe the IRS money. Subtract line 10 from line 11 and enter the amount on line 13.

So, how did you do? Looks like you are getting a refund. ALRIGHT!

You're almost finished. You just need to determine how you want to receive your refund. Do you want it to be mailed to you or deposited directly into your bank account? If you would like to have it directly deposited into your bank account, fill in the routing number and check the type of account on lines 12b, c and d. If you leave these blank, you will receive your refund in the mail.

Finally, don't forget to sign and date your form at the bottom. Also, complete any other information on that line. If you don't do this, your form is not valid.

YOU'RE FINISHED!

Yes. Completing the 1040EZ is that simple.

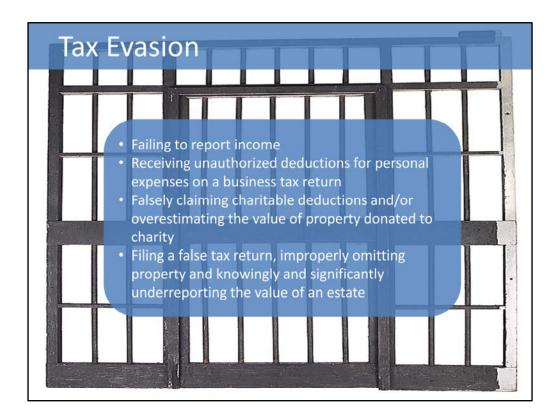
## Do You Have to File?

You don't have to file a if you make under \$8,200 a year.

If you had any income withheld, you have to file a return to get that money back.

You do not have to file a federal return if you make under \$8,200 a year. However, if you have paid any money in through deductions, you have to file a return to get that money back. Chances are good that if you've been getting a paycheck, you had to fill out a W4, and your employer withheld some of your earnings, so you will have to file to get that money.





On December 10<sup>th</sup>, 2010, the actor Wesley Snipes began serving a three year prison sentence for failure to file income tax returns. According to U.S. prosecutors, the actor did not file for at least a decade, and owed \$2.7 million in taxes on \$13.8 million in income from 1999 to 2001 alone.

Think twice before submitting fraudulent numbers to the IRS. If they didn't believe Wesley Snipes, then you've got no chance.

Tax evasion, which means illegally avoiding paying taxes or failing to report your taxes accurately, is a crime and typically involves failing to report income or improperly claiming deductions that are not authorized. Some of the most common forms of tax evasion are listed here.



## **Preparation Alternatives**

Tax Preparer

Software

**Federal Government** 

Average 2009 cost for a tax professional to fill out a non-itemized return was one hundred twentynine dollars.

If you want to miss out on all the fun that everybody is having filling out their tax returns, you can always hire a tax preparer. You can find a local firm or go with a huge national tax preparation corporation like H&R Block or Jackson Hewitt, or a local Certified Public Accountant.

Tax preparers, no matter how good, can't read your mind or resurrect receipts to prove your deductions. What they can do is talk you through the process of getting all of your information together. Once they have all the information, they take over from there and charge a fee for their services. If you have a lot of deductions or other factors that you don't want to deal with (and that you're willing to pay not to deal with) then this option is for you. If you only need to fill out a 1040EZ, this option doesn't make a lot of sense. According to Consumer Reports magazine, the average 2009 cost for a tax professional to fill out a non-itemized return was one hundred twenty-nine dollars. Think how many hours you would have to work to pay for the convenience of someone else doing your taxes.

A cheaper alternative is to use a computer program like Turbotax or Quicken. These programs save electronic records of your tax returns and the information you need in order to fill them out. This can save time if you use them every year. The software also contains information about the rules and regulations associated with each line in the federal and state tax forms. If you don't have a very good grasp of how taxes work, these programs can help out a lot. Finally, if you are filing a 1040A or 1040EZ and make under a certain amount of money, you can link through the IRS website to companies that will allow you to use their tax preparation software and e-file it for free. Just check out the site listed here.