



QUESTIONNAIRE: UNITED STATES

Date submitted : - - (AAAA-MM-JJ)

Requestor

Mr. Mrs.

Last name:

First name:

Partner

Mr. Mrs.

Last name:

First name:

Tax Return of the Requestor and the Partner

Tax reports to produce (years): eg: «2017» or «2015 to 2017»

Do you require express service ? Yes No

Do you require an appointment with a tax expert ? Yes No

Did you file your previous return with us? Yes No

Personal Information of the Requestor

Date of birth: (AAAA-MM-JJ)

U.S. SSN or ITIN:

Occupation

Phone (day):

Phone (night):

Email:

Address: Apt.:

City: Province:

Postal code:

If new address, specify date of move: - -

Personal Information of the Partner

Date of birth: (AAAA-MM-JJ)

U.S. SSN or ITIN:

Occupation

Phone (day):

Phone (night):

Email:

Residing at the same address

Address: Apt.:

City: Province:

Code postal:

If new address, specify date of move: - -

Emergency Contact

Name of the contact:

Relationship: Phone:

Civil Status

Single Common law partner Married Separated Divorced Widowed

If your civil status has changed this year: Preceding status: Date of change: (AAAA-MM-JJ)

Additional information

How did you learn about our firm, or who referred you to us ?

Residency details

Me		My spouse		
Yes	No	Yes	No	Is a U.S citizen
Yes	No	Yes	No	Is a green card holder
Yes	No	Yes	No	Resided in the U.S.

If yes to one of the three previous questions, please answer the rest of this section:

Me		My spouse		
Yes	No	Yes	No	Has sold a principal residence
Yes	No	Yes	No	Made a gift of more than 14 000\$ to any person
Yes	No	Yes	No	Has owned any mutual funds
Yes	No	Yes	No	Owns an interest in a foreign partnership (Form 8865)
Yes	No	Yes	No	Has owned more than 10 000\$ of assets outside U.S.A at any moment
Yes	No	Yes	No	Has owned more than 50 000\$ of assets outside U.S.A at any moment
Yes	No	Yes	No	Has owned a Tax Free Savings Account (Form 3520/3520A)
Yes	No	Yes	No	Has owned a Registered Education Savings Plan
Yes	No	Yes	No	Is an administrator / shareholder of a foreign company (Form 5471)

Dependents

(Childs, parents, grands-parents, etc. residing at same address. Please describe in the details any exceptional situation: e.g. dependent on even years.)

First name	Last name	Gender	Date of birth (MM/DD/YYYY)	U.S SSN or ITIN	Is a U.S. citizen		
.....	M	F / /	Yes	No	I don't know
.....	M	F / /	Yes	No	I don't know
.....	M	F / /	Yes	No	I don't know

Details:

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If NOT a U.S. citizen or resident or green card: Please fill Section A
 If U.S. citizen or resident or green card: Please fill Section B
 Please fill in your spouse information ONLY if he/she requires also a tax return

Section A

	Me		My spouse	
A. Of what country or countries were you a citizen or national during the tax year ?	
B. In what country did you claim residence for tax purposes during the tax year ?	
C. Have you ever applied to be a green card holder (lawful permanent resident) of the United States ?	Yes	No	Yes	No
D1. Were you ever a United States citizen?	Yes	No	Yes	No
D2. Were you ever a green card holder (lawful permanent resident) of the United States ?	Yes	No	Yes	No
E. On the last day of the tax year, if you had a visa: Visa type :				
If you did not have a visa: Immigration status :				
F. Have you ever changed your visa type (nonimmigrant status) or U.S. Immigration status ?	Yes	No	Yes	No
If you answered «Yes» : Date of the change:	/ / (MM/DD/YYYY)		/ / (MM/DD/YYYY)	
Nature of the change:				
H. Number of days (including vacation, nonworkdays and partial days) you were present in the United States				
The year to file:				
The year before:				
Two years before:				
I. Did you file a U.S. income tax return for any prior year ?	Yes	No	Yes	No
If you answered «Yes» : Latest form filed:	(Form number)		(Form number)	
Tax year filed:				

Section B

	Me		My spouse	
A. Of what country are you a citizen/national (ex. Canada and USA)?	
B. From what date have you been residing in Canada?	/ / (MM/DD/YYYY)		/ / (MM/DD/YYYY)	
C. Were you an owner or a tenant?	Owner	Tenant	Owner	Tenant
D. What are your terms of employment (ex. Permanent employee)?	
E. Enter the type of visa under which you entered Canada:	
F. If you earned income in the USA, please give us: Date arrived in the U.S.	/ / (MM/DD/YYYY)		/ / (MM/DD/YYYY)	
Date left the U.S.	/ / (MM/DD/YYYY)		/ / (MM/DD/YYYY)	
Number of days in U.S. on business	
Income earned in U.S. on business	





LIST: DOCUMENTS TO BRING (US)

Name of requestor

Name of partner

Instructions
Please sort your documents in the order of the documents in this list.
Please keep your originals and bring us only copies.

Save 5\$ by submitting online!
Visit our website for the Virtual Drop : effisca.com

Documents to bring

Mandatory

- Last income tax return (**only for new costumers**)
- Check specimen for direct deposit (U.S.A. Bank only)

Income (U.S. residents or green card holders only)

- Copy of your Canadian income tax return
- Income earned in Tax Free Savings Account
- Income earned in Registered Education Savings Plan (including grants)
- Details about disposition of principal residence [Fill the form](#)

Income (All clients)

- Employment income; W2
- Investment income: 1099-DIV, 1099-Int
- Capital gains, 1099-B or a list of all transactions (including purchase and sold date)
- Retirement and social security income 1099-R, SSA-1099
- State / local tax refund 1099-G
- Scholarship
- Employment Insurance (unemployment)
- Welfare; Statement of benefits;
- Self-employed (income & expenses) [Fill the form](#)
- Rental income (income & expenses) [Fill the form](#)
- Income subject to withholding; 1042-S
- Economic Impact Payment - Notice 1444 - (Your Economic Tax Payment Letter)

Deductions

- IRA or ROTH IRA, Official receipts
- Tuition fees
- Student: Interest paid on student loans – Bank account statement
- Charity donation
- Child care expenses

U.S. citizens, U.S. residents, or green card holders

- US Financial Reporting questionnaire [Fill the form](#)
- TFSA annual statement for each account
- 709 Gift tax - if you gave gifts of more than 14 000\$ to anyone.

Others

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Fees estimation detail

Item	Estimated quantity	Fee before taxes
U.S. income tax – federal –1040 base price		364.95\$
U.S. income tax – federal –1040-NR base price		264.95\$
U.S. income tax – per state		214.95\$
Loyal client discount		-24.95\$
Appointment to review the return (per return)		94.95\$
Work expenses schedule		174.95\$
Rental income schedule		174.95\$
Business income (self-employment)		174.95\$
Express services		Depending on date
Supplement – file deposited after March 14th		24.95\$
Supplement – file deposited after March 31st		49.95\$
Registered mail (by recipient / envelope)		54.95\$
Additional documents (10 documents included in the base price)		4.50\$ / excess document
3520-3520A Foreign trust (TFSA or other foreign trusts) - price per account		149.95\$
8621 Mutual funds - price per account		23.95\$
FBAR - Foreign Bank Account Reporting - minimum 79.95\$		
8938 Specified Foreign assets - minimum 169.95\$		
Combo 8938 + FBAR Bundle Specified Foreign assets - min. 219.95\$ - save 29.95\$		
5471 Shareholder / Administrator foreign company - min. per co. 489.95\$		Billed per minute Technician : 2.50\$ Tax director: 6.25\$ Tax master : 6.75\$
8833 / 8840 Treaty-based position - Closer connection		
Fill our financial questionnaire		
Foreign exchange calculation, Capital Gain or losses, Multiple tax documents		
Foreign tax credit		
Other (please describe):		
Other (please describe):		

Conditions and pricing

Payment by cash or debit card only.

I acknowledge and accept the prices above. A deposit could be required. In the eventuality some elements have not been identified at the moment of **evaluation**, I will be contacted to seek my approval for the price.

Only a scanned copy of the original documents that I gave to Effisca will be given back to me (on request).

I consent to Effisca communicating my data to our sister company Impôts Ici.

Service without appointment

I understand I will not meet a tax expert.

I understand that some optimizations are only possible by appointment only.

I understand the technicians are not trained to give tax information when picking up my return.

It is possible to change to the service with appointment, but discount is then lost.

Treatment delays begin once all documents are received (complete file).

Service with appointment

Appointment

Videoconference

Tax expert : _____

Pick-up

Secure e-mail

In person

The tax returns will be available after this date.

Signature

X _____