

Dear Client:

December 2018

Please find enclosed our Year-End Personal Client Newsletter. We included some items that require your action as well as helpful tax tips and resources that may benefit you, so please take a few minutes to review them. Changes this year include the Wolfsohn client portal and “Right Signature” for e-file signature forms. E-file signature forms must be signed before we e-file the return

This coming tax season, we will be offering services from our main office in Lynbrook as well as in Manhattan and Florham Park, NJ. You may have been pre-scheduled based on last year’s appointment; if not, **please call us as soon as possible at 516-887-7380** to ensure an appointment time that’s convenient for you. Related clients may need two back to back appointments. Make sure to review the **Tax Appointment Checklist** and bring all pertinent information with you.

For those of you who mail in the information for your return or who drop it off to us, please **advise us of any changes** in your current address, contact phone numbers, email address, marital status, dependents or any other important items.

We are proud to offer complete computerized accounting, bookkeeping, and consulting services for small businesses. Financial planning services, pension, and IRA accounts can be established, along with a varied line of investment services that can be purchased throughout the year with our Certified Financial Planner. Additionally, we can review your insurance policies for possible savings and find you many beneficial mortgage and refinancing options for a nominal fee.

We will be filing all returns electronically. Refunds should be deposited directly into your bank account(s), so please bring a blank check with you. We will send you an invitation to use our secure portal, where we will upload a copy of your tax return, as well as the e-file forms that require your signature.

We look forward to seeing you again this year and hope you will recommend our services to your family, friends, neighbors, co-workers, and partners.

Wishing you a Happy and Healthy New Year.

Jonathan Wolfsohn & Staff

JONATHAN WOLFSOHN CFP REGISTERED REP - CAPITAL INVESTMENT GROUP, INC.

**Lynbrook**  
**Manhattan**  
**New Jersey**

153 Broadway, Lynbrook, NY 11563  
**\*\*We Moved\*\*** 147 West 35<sup>th</sup> Street, New York, NY 10001 (b/t 7<sup>th</sup> and Broadway)  
Hamilton Park Hotel, 175 Park Avenue, Florham Park, NJ 07932

## **Affordable Care Act**

- If you purchased health insurance through the Marketplace, you must provide ALL 1095 Forms. Failure to do so may cause additional assessments or delays on your tax return and refunds.

## **Our Additional Services**

- Please sign up for our free bimonthly e-newsletter and/or visit our website for tax-related ideas and updates. Visit us on Facebook, Twitter, Instagram, LinkedIn and Yelp!
- Are you planning to buy/lease property or incorporate a business? Do you need help with payroll processing, employee/owner benefits, or other financial strategies? How about preparing financial aid forms (FAFSA), STAR applications, domestic W-2s, or 1099s? We can help!
- We can review your personal and business insurance policies and suggest trusts when applicable.
- To ensure that you are taking advantage of all possible deductions, please consider allowing us to write up/review your bank & credit card statements/QuickBooks during the year for a reasonable monthly fee. The IRS is now requiring a copy of your QuickBooks and business records data during an audit.

## **Personal Year-End Maneuvers**

1. Make charitable donations and get receipts (checks, credit cards, or clothing).
2. Set up self employed pension retirement plans, several options to choose from.
3. Sell losing stock and mutual fund positions that net a \$3,000 loss or more.
4. Pay State/City estimates before 12/31/18, Federal estimates by 1/15/19.
5. Prepay a 13<sup>th</sup> mortgage payment.
6. “Push” income into next year and also “pull/prepay” itemized deductions into 2018.
7. 70-1/2 year old minimum IRA distributions “RMD” should be made by 12/31/18.
8. Read our web page and tax tips newsletters for other ideas.
9. Organize your 2018 records and make an early tax interview appointment ASAP.
  - Maximize the increased standard deduction allowances. The TCJA almost doubled the standard deduction amounts. For 2018, the amounts are \$12,000 for singles and those who use married filing separate status (up from \$6350 for 2017), \$24,000 for married filing joint couples (up from \$12,700) and \$18,000 for heads of household (up from \$9,350). If your total annual itemizable deductions for 2018 will be close to your standard deduction amount, consider making additional expenditures before year end to exceed your standard deduction. That will lower this years tax bill. Next year, you can claim the standard deduction, which will be increased a bit to account for inflation.
  - Carefully manage investment gains in taxable accounts. If you hold taxable investments in taxable brokerage firm, consider the tax advantage of selling appreciated securities that have been held for over 12 months. The maximum federal income tax rate on long-term capital gains recognized in 2018 is only 15% for most folks, although it can reach a maximum of 20% at higher income levels. The net investment income tax also can apply at higher income levels.
  - The TCJA significantly reduced the odds that you will owe AMT for 2018 by significantly increasing the AMT exemption amounts and the income levels at which those exemptions are phased out. Even if you still owe AMT, you will probably owe considerably less than under prior law. Nevertheless, its still critical, to evaluate yearend tax planning strategies in light of the AMT rules.

## Other Important Information

- Wolfsohn Client Portal!! A secure environment where you can upload documents and obtain a copy of your completed tax returns. How it works step by step:
  1. Copy new password
  2. Click Wolfsohn link
  3. Click “Portal Login” (top right)
  4. Enter email
  5. Paste copied password
  6. Click “Login”
  7. Create new password and save it for future reference
  8. Click “submit”
  9. Click on the document name
  10. Click “download”

\*\*\*\*\***NOTE: THE PORTAL IS ONLY ACTIVE FOR 30 DAYS.**\*\*\*\*\*

Please download your files.

- There will be an additional fee for paper copies of tax returns (\$20.00 per copy).
- Please don't wait to receive Partnership or Small Business K-1's in order to schedule your appointment. We will input your K-1 when it arrives; so make your appointment early!
- Tax return preparation fees must be paid & e-file forms signed before returns are released or e-filed. All forms of payment are gladly accepted.
- The deadline to submit your mail-in information is March 15, 2018. Any documentation received after this date will be put on extension.
- If you need to be put on extension, please **notify us** immediately. **EXTENSIONS ARE FOR TIME TO FILE, NOT TIME TO PAY.** If you owe money and do not send money in with the extension there will be penalties & interest. We Recommend extending **WITH** payments.
- **Appointments earlier in tax season are less hectic and help ensure you get your refund sooner.**
- Tax Organizers are available upon request.
- Phone Appointments for out-of-state clients will be scheduled in the late evening, New York time.
- FBAR filings will be incorporated into personal tax filings. Anyone with Foreign Bank Account is required to report earnings and if the account is over \$10,000 in value at anytime during the year you must file an FBAR.

## Tax Appointment Checklist

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

**FOR APPOINTMENT CALL  
516-887-7380**

### DON'T FORGET TO BRING:

- List of Questions
- Income Sources/Statements: W-2's, 1099INT (Interest), 1099DIV (Dividends), 1099B (Stock Sales), 1099MISC, 1095A (Health Insurance)
- 529 Plan December statement
- Buy Slips matching your stock sales "REALIZED GAINS & LOSSES 1099B" (You can download your brokerage account transactions to excel using CSV (comma separated values))
- Estimates Paid – including dates and amounts
- Receipts, checkbook entries and Credit Card Year End Summaries/**Expenditure Totals** (please add up your receipts and expenditures before appointment)
- Copy of **Driver's License** for taxpayer and spouse
- Copy of **Social Security Card** for spouse or dependents being added to return
- IRA / Pension / Bank **Investment Statements**
- Blank Check for Routing Number** for Direct Deposits or auto withdraw payments
- Rental Write-Up** (Total all income & expenses by category)
- Business Write-Up** (Total all income & expenses by category)
- Business Vehicle Write-Up** (Total all expenses by category)
- Mortgage 1098 Interest & Real Estate Taxes** Year End Statements
- Payment:** Check / Cash / Credit or Debit Card
- New Property Closing Papers**
- \*Tuition & Student Loan 1098T & 1098E\***

## VEHICLE BUSINESS USE CARD

YEAR/MAKE/MODEL \_\_\_\_\_

DEC 31ST ODOMETER READING \_\_\_\_\_

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1. Business Miles \_\_\_\_\_

2. Commuting Miles \_\_\_\_\_

3. Personal Miles \_\_\_\_\_

**TOTAL MILES (1+2+3)** \_\_\_\_\_

### OWNED

Total Cost \$ \_\_\_\_\_

(include tax, delivery & date if purchased this year or attach bill of sale)

### LEASED

Total Payments \$ \_\_\_\_\_

### EXPENSES FOR THIS AUTO ONLY

Gas \_\_\_\_\_

Repairs \_\_\_\_\_

Tires \_\_\_\_\_

Insurance \_\_\_\_\_

Wash/Wax \_\_\_\_\_

AAA \_\_\_\_\_

Registration \_\_\_\_\_



Use one card per car  
[WWW.WOLFSOHN.BIZ](http://WWW.WOLFSOHN.BIZ)

## RENTAL INCOME

Address \_\_\_\_\_  
\_\_\_\_\_

Business % of Property \_\_\_\_\_

Ownership % of Property \_\_\_\_\_

1. Rent Paid \_\_\_\_\_

2. Rent Paid \_\_\_\_\_

3. Rent Paid \_\_\_\_\_

Total Rent \_\_\_\_\_

### EXPENSES PAID BY OWNER

Mortgage Interest 1 \_\_\_\_\_

Mortgage Interest 2 \_\_\_\_\_

Real Estate Tax \_\_\_\_\_

Insurance \_\_\_\_\_

Electric \_\_\_\_\_

Gas/Oil \_\_\_\_\_

Other \_\_\_\_\_

Repairs to Tenants Space \_\_\_\_\_

Repairs to Common Space \_\_\_\_\_

**Don't Forget** to bring Closing Papers if Property was Purchased, Refinanced or Sold this year



Use one card per property

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