

**Required Documents:**

1. Personal Data Sheet
2. Engagement Letter
3. EIC- If you have EIC you must fill out the EIC worksheet.
4. If claiming Dependents/ Children please bring the following:
  - a. Picture ID
  - b. All social security cards and Birth certificates for all dependents (if available)
  - c. Doctors letter verifying residency at your address for the tax year
  - d. School Records
5. Rental Income: if you have Rental Property please fill out the Schedule E Worksheet.
6. If you have Itemized Deductions- please fill out the Itemized Deductions worksheet.
7. Stock Transactions: Please send us your Yearend statement.

Please send all the above documents along with your tax information to [documents@taxprosltd.com](mailto:documents@taxprosltd.com) or Fax it to us at 718-247-9778

Thank you,