



Checklist of Documentation for Earned Income Tax Credit

****Please note that all documents must be from the same six months period****

Taxpayer Information

- Evidence of residence for the tax year in question (lease, utility bill, etc.)

Dependent Information for Each Individual Claimed

- Custody agreement for dependent at issue
- Divorce decree/settlement or court order addressing custody of dependent at issue
- Evidence of residence of dependent at issue (name on lease, medical, school or dental records)
- Birth certificates showing relationship of dependent at issue
- Affidavits from landlord, clergy, landlords or other disinterested third parties concerning residency
- Affidavit from birth mother and/or father, if applicable, concerning residency and support

Proof of Income for the Tax Year at Issue

For Taxpayer and for Any Other Individual Living in Same Household During Year at Issue:

- W2, 1099, Tax Return, etc.
- Disability check stub or statement
- SSI check stub or statement
- Social Security check stub or statement
- Pension/Retirement check stub or statement
- Veteran's benefits statement
- Unemployment check stub or statement
- Worker's compensation check stub or statement
- Welfare or other government assistance statement
- Child support
- Alimony
- Rental income (copies of leases or checks)
- Interest income statement
- Dividend income statement

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Evidence of Expenses Paid for Dependents During Tax Year at Issue:

- Rent receipts or cancelled checks evidencing payment
- Mortgage statements showing payment and current loan balance
- Evidence of payment of property tax and homeowners' insurance, if not included in mortgage payment
- Evidence of payment of renter's insurance
- Electric bills
- Gas bills
- Water bills
- Garbage pick-up bills
- Phone bills
- Cell phone bills
- Cable bills
- Internet bills
- Any other expenses taxpayer paid for Dependent during tax year at issue

