

## Overview of documents which are important for filling in the income tax form 2015.

### Personal information.

- DigiD information, user name and password.
- Name, address, birthday, social security number, civil status, information partner, information children.

### Tax form.

- Invitation of the Dutch tax office for filling in the tax form 2015.
- A copy of the tax form 2014.

### Income.

- Annual statement income 2015.
- Annual statement dole/incapacity benefit 2015.
- Annual statement retirement pension 2015.
- Information about another income 2015 of which tax responsibility has not yet been paid.

### Travel costs to work.

- If traveling to work in 2015 was by public transportation then information about how many kilometers one way and a public transportation certification 2015.

### Own property.

- Annual statement mortgage interest 2015.
- Disposition real estate taxes 2015.
- Valuation note (already in our file)
- Notary statement (already in our file)

### Bank accounts.

- If your bank balance on 1 January 2015 of all your bank accounts together is more than € 21.330,00 per person (€ 42.660,00 for couples) then an overview of all these bank accounts is necessary.
- If you have investment accounts then an overview of paid dividend tax in 2015 is necessary.
- If you have debts above € 2.600,00 then an overview of all debts 2015 is necessary.

#### Annuity insurance.

- If you have annuity insurances than an overview of payed premium in 2015 is necessary.
- If you have annuity insurances than the most resent pension overview of your employer.
- If you have an incapacity insurance than an overview of payed premium in 2015 is necessary.

#### Medical expenses.

- If you have medical expenses payed by yourselves (not your own risk) for wich you did not have received indemnity of your medical insurance make an overview of the costs, proof of payment and accounts of docters, dentists, hospitals and more.

#### Donations.

- If there are demonstrable donations to charities (not the gifts in collection buses) make an overview of the ammounts and proof of payment.

#### Study costs.

- If you have costs for a study for work improvement and you payed yourselves more than € 250,00 make an overview of the costs, proof of payment and accounts of courses, books, school and more. The costs for study payed by your employer are not necessary.

#### Alimony.

- If you have received alimony in 2015 make an overview and receipts. Also the personal information of the payer.
- If you have payed alimony in 2015 make an overview and proof of payment. Also the personal information of the recipient.

#### Parental leave.

- If you had parental leave at your work in 2015 you need an statement of your employer about this parental leave.

Provisional assessment.

- If you payed an provisional income tax assessment 2015 we need the proof of payment and the assessment.
- If you received an provisional income tax assessment 2015 we need the receipt and the assessment.

Adjudiction.

- If you received taks adjudications of any kind in 2015 we need the receipts and the assessments.