

# ***RSR Financial Resources, Inc.***

***Mailing: 13465 Stoney Brook Drive, Reno, Nevada 89511***

***Phone: (775)-851-7900 Fax: (775)-851-7966***

***Web Site: [www.rsrfinancial.com](http://www.rsrfinancial.com)***

***Email: [rick@rsrfinancial.com](mailto:rick@rsrfinancial.com)***

## ***Tax Organizer Overview***

*The following pages contain your **Tax Organizer for 2023** tax returns. Completing your Organizer will help us prepare your return more efficiently. Use your previous tax return along with the schedules in the Organizer to look for information you normally report to improve your thoroughness with what you will report this year. See if you can find last year's Organizer as it will help remind you of income and deductions that you reported last year.*

*The Organizer contains several sections/worksheets that include common expenses and deductions that many taxpayers overlook. It has also been updated to reflect recent changes in the tax laws. Please review everything thoroughly as each \$100 of deductible expenses you find in your records may save you up to \$35 in federal and state income taxes. Enter all relevant information in the designated areas on each page. If you need to include additional information, or ask additional questions, use the back of page or attach additional pages.*

*Be sure you have any of the following forms included with your organizer as I must match the figures on them when your return is prepared. These documents are also listed on the **Source Documents List in the Organizer**, and they include but are not limited to the following:*

- Copy of last year's tax return (if not in our possession)*
- Copies of all Form (s) W-2*
- Copies of Schedule (s) K-1 from partnerships, S-corporations, estates or trusts*
- Copies of all Form (s) 1099 or statements reporting dividend, interest, retirement or other income*
- Copies of all Forms (s) 1099-SA or 1099-Q reporting Health Savings or Education Savings activity*
- Copies of all Form (s) 1098 and copies of real estate tax bills, etc.*
- Legal/Title/Escrow documents (HUD-1) pertaining to the close of sale or purchase of real property. **Please send COPIES and NOT ORIGINALS & Send by EMAIL or FAX***

***Please call if we can be of any further assistance to you.***

*Sincerely,*

*Rick Romero,*

*RSR Financial Resources, Inc. 775-851-7900*

**Consent to  
Disclose or Use  
Authorization**

***RSR Financial Resources, Inc.***  
***Consent to Disclose or Use Statement***

*13465 Stoney Brook Drive*

*Reno, Nevada 89511*

*Phone: (775)-851-7900 Fax: (775)-851-7966*

*Web Site: [www.rsrfinancial.com](http://www.rsrfinancial.com)*

*Email: [rick@rsrfinancial.com](mailto:rick@rsrfinancial.com)*

---

*Many of RSR's customers come to us during and after each tax season and for one reason or another they need us to disclose information to or provide the use of their tax return information to third parties or other tax preparers. Some of these parties include but are not limited to the following: banks, lending institutions, CPA firms, legal representatives or other tax preparers either inside or outside the United States.*

*While it is not always necessary for you to supply a signed consent form in order for us to disclose or use your information, there are certain circumstances where it is legally required. While RSR will contact you to get your approval before acting on any third-party request, having your signed consent on file will enable us to disclose or grant the use of your information if you would otherwise not be available to execute a signed consent at the time of a third-party request.*

*Federal law requires this consent form be provided to you. Unless authorized by law, we cannot use, without your consent, your tax return information for purposes other than the preparation and filing of your tax return. If you believe your tax return information has been disclosed or used improperly in a manner unauthorized by law or without your permission, you may contact the Treasury Inspector General for Tax Administration (TIGTA) by telephone at 1-800-366-4484, or by email at [comp/aints@tigta.treas.gov](mailto:comp/aints@tigta.treas.gov).*

*The various circumstances, one of which may apply to your particular requirements, are described in the remaining section of this document.*

***Disclosure to third party for other purpose:***

*Federal law requires this consent form be provided to you. Unless authorized by law, we cannot disclose, without your consent, your tax return information to third parties for purposes other than the preparation and filing of your tax return. If you consent to the disclosure of your tax return information, Federal law may not protect your tax return information from further use or distribution.*

***Consent to Disclose: Auxiliary Provider***

*Federal law requires this consent form be provided to you. Unless authorized by law, we cannot disclose, without your consent, your tax return information to third parties for purposes other than the preparation and filing of your tax return and, in certain limited circumstances, for purposes involving tax return preparation. If you consent to the disclosure of your tax return information, Federal law may not protect your tax return information from further use or distribution.*

**Consent to a preparer outside the United States**

*This consent to disclose may result in your tax return information being disclosed to a tax return preparer located outside the United States, including your personally identifiable information such as your Social Security Number ("SSN"). Both the tax return preparer in the United States that will disclose your SSN and the tax return preparer located outside the United States which will receive your SSN maintain an adequate data protection safeguard (as required by the regulations under 26 U.S.C. Section 7216) to protect privacy and prevent unauthorized access of tax return information. If you consent to the disclosure of your tax return information, Federal agencies may not be able to enforce U.S. laws that protect the privacy of your tax return information against a tax return preparer located outside the U.S. to which the information is disclosed.*

*You are not required to complete this form. If we obtain your signature on this form by conditioning our services on your consent, your consent will not be valid. If you agree to the disclosure of your tax return information, your consent is valid for the amount of time that you specify. If you do not specify the duration of your consent, your consent is valid for one year.*

*Sincerely,*

*Rick Romero, President  
RSR Financial Resources, Inc.*

X \_\_\_\_\_  
Date \_\_\_\_\_  
Rick Romero, President  
RSR Financial Resources, Inc

X \_\_\_\_\_  
Date \_\_\_\_\_  
Taxpayer Name  
\_\_\_\_\_

X \_\_\_\_\_  
Date \_\_\_\_\_  
Spouse Name  
\_\_\_\_\_

*We the taxpayer(s) grant RSR Financial Resources the right to disclose or use our tax information for the current and previous \_\_\_\_\_ tax years for \_\_\_\_\_ month/years starting with the signed date of this instrument.*

\_\_\_\_\_ *Initial Taxpayer*

\_\_\_\_\_ *Initial Taxpayer (Spouse if applicable)*

**Basic  
Taxpayer  
Information**



**TAX PREPARATION WORKSHEET**  
**FOR: ENTER YOUR NAME UNDER THIS LINE**

**RSR FINANCIAL RESOURCES, INC.**  
**13465 STONEY BROOK DRIVE**  
**RENO, NV 89511**  
**775-851-7900 775-851-7966 (fax)**  
**EMAIL: rick@rsrfinancial.com**  
**WEB: www.rsrfinancial.com**

**REQUIRED SOURCE DOCUMENT LIST**  
**TAX YEAR**  
**2023**

**THE FOLLOWING LIST OF DOCUMENTS ARE REQUIRED IN ORDER TO MATCH INCOMES AND EXPENSES THAT ARE BEING REPORTED TO THE IRS ON YOUR SOCIAL SECURITY OR EIN NUMBERS. I NEED TO BE SURE WE MATCH THESE NUMBERS EXACTLY TO KEEP YOUR RETURN FROM BEING BUMPED OFF THE CONVEYOR BELT FOR FURTHER SCRUTINY. YOU CAN PROVIDE ME WITH FAX COPIES OR SCAN AND EMAIL ME PDF FILES.**

**THE BASIC LIST INCLUDES THE FOLLOWING FORMS:**

**W-2 FORMS - REPORTS YOUR WAGES**  
**W-2G FORMS - REPORTS YOUR WINNINGS FROM GAMBLING ACTIVITY**  
**1099-G - REPORTS INCOME RECEIVED DUE TO UNEMPLOYMENT INCOME & STATE INCOME TAX REFUNDS**  
**1099-R - DISTRIBUTIONS FROM IRA, 401K AND OTHER QUALIFIED RETIREMENT PLANS**  
**1098-S - REPORTS GROSS PROCEEDS FROM REAL ESTATE REPORTS GROSS SALES PROCEEDS FROM REAL ESTATE YOU SOLD**  
**1099-B - REPORTS GROSS PROCEEDS FROM STOCK TRADES REPORTS THE GROSS PROCEEDS FROM THE SALE OF STOCK YOU OWNED AND TRADED. UNFORTUNATELY YOU NEED TO LIST THE COST BASIS AND DATES YOU ACQUIRED THE STOCK TO DETERMINE THE GAIN OR LOSS ON THE TRANSACTIONS, OTHERWISE YOU WILL PAY TAX ON THE SALES AMOUNT. YOU NEED TO GET A "REALIZED GAIN & LOSS" REPORT FROM YOUR BROKER TO GET THIS RIGHT!**  
**1099-INTEREST - REPORTS YOUR INTEREST EARNINGS FROM BANKS AND CREDIT UNIONS**  
**1099-DIVIDEND - REPORTS YOUR DIVIDEND EARNINGS FROM MUTUAL FUNDS AND BROKERS**  
**1099-NEC & MISC - REPORTS SELF EMPLOYMENT EARNINGS - PRIZES & AWARDS AND OTHER MISC AMOUNTS**  
**1099-SA - REPORTS HEALTH SAVINGS ACCOUNT DISTRIBUTIONS**  
**1099-Q - REPORTS EDUCATION SAVINGS ACCOUNT DISTRIBUTIONS**  
**1098 - REPORTS MORTGAGE INTEREST, TAXES & INSURANCE PAID ON YOUR HOME AND/OR RENTAL PROPERTIES**  
**1095-A - AFFORDABLE CARE ACT FORM IF YOU RECEIVED HEALTH COVERAGE AND A PREMIUM TAX CREDIT FROM AN EXCHANGE SOURCE**  
**1095-C - EMPLOYER'S REPORT SHOWING THE MONTHS YOU AND YOUR DEPENDENTS WERE COVERED WITH HEALTH INSURANCE**  
**HUD-1 DETAIL REPORTS FROM TITLE COMPANIES - SHOWS THE NECESSARY DETAIL FOR REAL ESTATE PURCHASES, SALES & RE-FINANCING**

**BUSINESS FORMS:**

**PROFIT - LOSS STATEMENT FROM JAN 1 TO DEC 31, 2022 (INDICATE IF CASH & ACCRUAL BASIS & USE EXPANDED REPORT IF POSSIBLE)**  
**BALANCE SHEET, DEC 31, 2022 (CASH & ACCRUAL BASIS & EXPANDED)**

**IF YOUR BUSINESS HAS A PAYROLL INCLUDE COPIES OF THE FOLLOWING:**

**W-3 FORM**

**ALL W-2 FORMS**

**ANNUAL 940 REPORT (FIRST PAGE ONLY)**

**ALL FOUR QUARTERS OF YOUR (DETR) EMPLOYERS CONTRIBUTION & WAGE REPORTS (FIRST PAGE ONLY)**

**ALL FOUR QUARTERS OF YOUR MODIFIED BUSINESS TAX REPORTS (FIRST PAGE ONLY)**

**DETAIL ON ANY EQUIPMENT ACQUIRED DURING THE YEAR, I.E., EQUIPMENT MAKE, MODEL. PRICE AND DATE BOUGHT**

# **Self-Employed Schedule**



**TAX PREPARATION WORKSHEET  
FOR: ENTER YOUR NAME UNDER THIS LINE**

**RSR FINANCIAL RESOURCES, INC.  
13465 STONEY BROOK DRIVE  
RENO, NV 89511  
775-851-7900 775-851-7966 (fax)  
EMAIL: rick@rsrfinancial.com  
WEB: www.rsrfinancial.com**

**2023  
SELF EMPLOYMENT BUSINESS - SCHEDULE "C"  
TAX YEAR**

**BUS NAME >  
BUS ADDRESS >**

**PAGE 1 of 2**

SELF-EMPLOYMENT INFORMATION REVENUES	AMOUNT	ADDITIONAL DESCRIPTION OF ITEMS
FROM SALES OF GOODS OR SERVICES		
OTHER INCOME		
<b>COST OF GOODS SOLD</b>		
MATERIALS USED TO PRODUCE GOODS		
MANUFACTURING PRODUCTION COSTS		
OUTSOURCING		
INDEPENDENT CONTRACTORS - 1099-NEC		
CASUAL LABOR UNDER \$600 EACH PERSON		
SHIPPING		
CREDIT CARD MERCHANT CHARGES		
ENDING INVENTORY (IF APPLICABLE)		
<b>OPERATING EXPENSES</b>		
ADVERTISING		
AUTO MILEAGE - ANNUAL TOTAL		
AUTO MILEAGE - BUSINESS PORTION		
AUTO GASOLINE & WASHES		
AUTO INSURANCE		
AUTO LOAN INTEREST		
AUTO PAYMENTS (ONLY IF AUTO IS LEASED)		
AUTO REGISTRATION		
AUTO REPAIRS		
BANK CHARGES		
BUSINESS RELATED MEALS @ RESTUARANTS		
INSURANCE - BUSINESS - LIABILITY		
INSURANCE - WORKMAN'S COMP		
INSURANCE - HEALTH (EMPLOYEES)		
INTEREST EXPENSE (EXCEPT FOR AUTO LOANS)		
LEGAL - ACCOUNTING - PROFESSIONAL		
LICENSE, BONDING, TAXES & PERMITS		
OFFICE SUPPLIES		
PAYROLL (NET)		
PAYROLL TAXES (EFTPS DEPOSITS)		
POSTAGE, MAILING, UPS, FED EX, PO BOX		
PRINTING & REPRODUCTION		
PROTECTIVE CLOTHING		
SMALL BUSINESS MACHINES UNDER \$1000		

SELF EMPLOYED BUSINESS - CONTINUED	AMOUNT	ADDITIONAL DESCRIPTION OF ITEMS
SMALL TOOLS		
SUPPLIES, GENERAL		
RENT EQUIPMENT		
RENT FACILITY		
RENT STORAGE		
REPAIR & MAINTENANCE		
TAXES - PERSONAL PROPERTY		
TAXES- SALES		
TELEPHONE, CELL & INTERNET CONNECTION		
TRAVEL-AIR FARES		
TRAVEL-LODGING		
TRAVEL-GROUND TRANS		
TRAVEL-MEALS		
OR NUMBER OF DAYS AWAY OVEWRNIGHT		
UTILITIES - COMMERICAL FACILITY		
OTHER:		
OTHER:		
OTHER:		
OTHER:		
HOME OFFICE EXPENSES		
DATE FIRST USED AS AN OFFICE		
HOME SQUARE FEET - TOTAL		
HOME SQUARE FEET - OFFICE & STORAGE AREA		
NUMBER OF DAYS USED IN 2023 "DAYCARE ONLY"		
HOMEOWNER'S INSURANCE		
ELECTRIC - FULL ANNUAL AMOUNT		
GAS - FULL ANNUAL AMOUNT		
PROPANE - FULL ANNUAL AMOUNT		
WATER - FULL ANNUAL AMOUNT		
TRASH - FULL ANNUAL AMOUNT		
SEWER - FULL ANNUAL AMOUNT		
REPAIRS - TO OFFICE & STORAGE AREAS ONLY		
CAPITAL PURCHASES		
AUTO PURCHASE - PRICE & DATE ACQUIRED		
COMPUTER - PRICE & DATE ACQUIRED		
EQUIPMENT - PRICE & DATE ACQUIRED		
OTHER:		
OTHER:		
OTHER:		

# **Rental Property Schedule**

**TAX PREPARATION WORKSHEET**  
**FOR: ENTER YOUR NAME UNDER THIS LINE**

**RSR FINANCIAL RESOURCES, INC.**  
**13465 STONEY BROOK DRIVE**  
**RENO, NEVADA 89511**  
**775-851-7900 775-851-7966 (fax)**  
**EMAIL: rick@rsrfinancial.com**  
**WEB: www.rsrfinancial.com**

**RENTAL PROPERTY DETAIL**  
**TAX YEAR**  
**2023**  
**PAGE 1 of 2**

<b>RENTAL PROPERTY INPUT</b>	<b>PROPERTY - 1</b>	<b>PROPERTY - 2</b>	<b>PROPERTY - 3</b>	<b>PROPERTY - 4</b>
<b>STREET ADDRESSES &gt;</b>				
<b>CITY, STATE ZIP &gt;</b>				
<b>RENTAL INCOME</b>				
<b>RENTAL EXPENSES</b>				
<b>ADVERTISING</b>				
<b>ASSOCIATION FEES (HOA)</b>				
<b>CLEANING &amp; MAINT (YARD &amp; MAID)</b>				
<b>COMMISSIONS</b>				
<b>INSURANCE</b>				
<b>LEGAL &amp; PROFESSIONAL</b>				
<b>MANAGEMENT FEES</b>				
<b>MORTGAGE INTEREST 1ST</b>				
<b>MORTGAGE INTEREST 2ND</b>				
<b>REPAIRS &amp; MAINTENANCE</b>				
<b>SUPPLIES</b>				
<b>TAXES</b>				
<b>UTILITES</b>				
<b>ELECTRIC</b>				
<b>GAS</b>				
<b>WATER</b>				
<b>TRASH</b>				
<b>SEWER</b>				
<b>TRAVEL</b>				
<b>AUTO MILEAGE RENTAL RELATED</b>				
<b>AIR FARE</b>				
<b>LODGING</b>				
<b>GROUND TRANSPORTATION</b>				
<b>MEAL EXPENSE</b>				
<b>OR</b>				
<b># DAYS AWAY FROM HOME OVERNIGHT</b>				



# **Itemized Deduction Schedule**

TAX PREPARATION WORKSHEET  
FOR: ENTER YOUR NAME UNDER THIS LINE

RSR FINANCIAL RESOURCES, INC.  
13465 STONEY BROOK DRIVE  
RENO, NEVADA 89511  
775-851-7900 775-851-7966 (fax)  
EMAIL: rick@rsrfinancial.com  
WEB: www.rsrfinancial.com

SCHEDULE "A" ITEMIZED DEDUCTIONS

TAX YEAR

2023

PAGE 1 of 2

ITEMIZED DEDUCTIONS SCHEDULE "A"	AMOUNT	ADDITIONAL DESCRIPTION
<b>MEDICAL EXPENSES - AFTER INS REIMBURSEMENT</b>		
MEDICAL INSURANCE PREMIUMS		
DOCTOR BILLS PAID		
DENTIST BILLS PAID		
HOSPITALS, SURGERIES & LABS		
EYE GLASSES & CONTACTS		
WHEEL CHAIRS, CRUTCHES & OTHER EQUIPMENT		
AMBULANCE		
TRAVEL (AIR, CAR RENTALS, UBER/LYFT & TAXI'S)		
TRAVEL (CAR RENTALS, UBER/LYFT & TAXI'S)		
LODGING (NUMBER OF OVER NIGHTS)		
DRUGS & Rx		
<b>TAXES</b>		
AUTO REGISTRATION FEES		
REAL ESTATE TAXES RESIDENCE		
REAL ESTATE TAXES SECOND HOME		
REAL ESTATE TAXES LAND		
STATE INCOME TAXES		
SALES TAX (LARGE ITEMS)		
<b>INTEREST</b>		
MORTGAGE INTEREST 1ST		
MORTGAGE INTEREST 2ND (TO BUY OR IMPROVE HOME)		
MORTGAGE INTEREST MOTOR HOME/TRAILER MUST HAVE BATHROOM AND KITCHEN FACILITIES		
ORIGINATION FEES / POINTS		
<b>DONATIONS</b>		
DONATIONS CHURCH		
DONATIONS CASH - OTHER		
DONATIONS NON-CASH		

PAGE 2 of 2  
ITEMIZED DEDUCTIONS - CONTINUED

AMOUNT

ADDITIONAL  
DESCRIPTION

---

MISCELLANEOUS

GAMBLING LOSSES - ONLY IF YOU HAVE GAMING WINS

CASUALTY LOSSES - FEDERALLY DECLARED DISASTER  
MUST BE FEDERALLY DECLARED DISASTER BY PRESIDENT



# **Child Day Care Expenses**

