

## A Checklist for Filing Taxes

A checklist ensures that you have everything you require when it is time to settle taxes. The whole process will be made much simpler and not quite as troublesome.

You should make sure that you get serious about the whole task when you feel that you're ready to do your taxes to mail everything out. You want to pay attention and stay focused. If you are not focused and are getting distracted by everything else, then you will likely make a mistake which could lead to a big IRS issue. So you can get ready accordingly, even if you are not going to do your taxes in one sitting, you can schedule the things you should focus on.

After you've decided that you're going to be focused on the task at hand, the next step is to really start. Getting everything prepared is done by many people. They'll buy supplies, organize their workspace, stack papers, wash the dishes, clean the house, and essentially do other things, except finishing their tax returns. College students usually say that nothing tidies their dorm room quicker than having a college essay due the next day. When it comes to filing taxes, the same is true with most people. They'll prepare other things and end up filing an extension because of procrastination. Everything moves quite slowly when people start doing taxes, that's the issue. You'll be running through those tax forms in time, however, because this will not last long. Just get started.

Getting organized is something you need to do. Many people's taxes are easy because they don't have too many income streams or assets. They only have to fill out a 1040EZ and a W-2 form from their employer. It's a little more complicated for other people. These are the people who seriously must get organized. Being organized can make the process of filing your taxes a lot easier, but then it will also enable you to defend yourself better in case the IRS wants to audit your tax return. Believe anyone who's ever shown up with a box full of various receipts to a meeting with an IRS auditor. When it comes to your taxes, it is always better to get organized.

It's a lot of work to stay updated on the tax code's various amendments yearly, as well as the amendments of your personal circumstance. But if you really must take advantage of as many deductions as you are allowed to claim, it'll definitely help out and potentially decrease how much you should pay the IRS if you take the time to update yourself on the latest guidelines that affect you and your taxes. You can examine the short, free IRS Publication 17 which is 298 pages, or you can do searches online and at the library and just read up on the latest and most important amendments to the tax code. Get a tax professional if you really must maximize your deductions. They can let you avoid addressing IRS issues and maximize your

deductions.

Darrin T. Mish is a Nationally recognized Attorney whose practice focuses on representing clients across the United States with IRS Problems. He is AV rated by Martindale-Hubbel and is a member of the American Society of IRS Problem Solvers and the Tax Freedom Institute. He has been honored by a listing in Martindale-Hubbel's Bar Register of Preeminent Lawyers. His passion is providing IRS help to taxpayers with both individual and payroll tax problems. He also spends a great deal of time traveling the nation providing training to attorneys, CPAs and Enrolled Agents on how to handle their toughest cases with the IRS. If you would like more information about his services please visit <http://getirshelp.com>.