

# Due Diligence Form for Claiming Dependents

**(NOTE – Do NOT list Spouse as a dependent for this form)**

Name of Dependent \_\_\_\_\_ DOB \_\_\_\_\_ Relationship \_\_\_\_\_

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*(If completing for more than one dependent and the answers are not the same, complete a separate checklist for each dependent.)*

Do you provide more than half the cost of keeping up the home where the dependent lived in 2020? Yes No

On Dec 31, 2020, were you married? Yes No

If yes, did you live with your spouse at any time Jul – Dec 2020? Yes No

Can anyone else claim your dependent? Yes No If yes, who? \_\_\_\_\_

Is your dependent a US Citizen or a US Resident? Yes No

Did/will the dependent file a 2020 tax return? Yes No If yes, did/will they claim themselves? Yes No

Did the dependent live with you for more than half the year in 2020? Yes No *(Being temporarily away at college is considered living with you)*

If yes, did you allow someone else to claim the child by signing Form 8332? Yes No

If the dependent did NOT live with you, please provide a copy of Form 8332, signed by the other parent.

Have you ever been denied EIC? Yes No What year? \_\_\_\_\_

If documentation is requested by taxing authorities, which of the following records can you provide to substantiate that your dependent(s) lived with you?

Medical Records

Employer Records

School Records

Other Records (please describe)

Day Care Records

**Taxpayer Signature and Date** \_\_\_\_\_

**Spouse Signature and Date** \_\_\_\_\_