Earned Income Credit Due Diligence

(Keep for your records)

2008

Name(s) as shown on return

Your social security number

Age - Qualifying Child (complete only if qualifying child is over age 18)

For children over age 18 who are students or permanently and totally disabled, the following additional information and documentation should be available:

	Child 1	Child 2
1. Children who are students	☐ Not a student	☐ Not a student
a. What school does the child attend? Child 1 _____ Child 2 _____		
b. Can you provide documentation showing that the child was a full-time student for at least 5 months? The school records need to show the dates of attendance. The months don't have to be consecutive	☐ Yes ☐ No	☐ Yes ☐ No
2. Children with a permanent and total disability	☐ Not disabled	☐ Not disabled
a. What type of disability does the child have? Child 1 _____ Child 2 _____		
b. Does the child receive SSI or other disability payments?	☐ Yes ☐ No	☐ Yes ☐ No
c. Do you have a letter from the child's doctor, other healthcare provider, or any social service program or agency verifying that the child is permanently and totally disabled?	☐ Yes ☐ No	☐ Yes ☐ No

Relationship - Qualifying Child (complete only if relationship is other than son or daughter)

For relationships with children other than son or daughter, the following additional information and documentation should be available:

1. If the biological parent is NOT living with the child, where is the parent?

Mother _____

Father _____

	Child 1	Child 2
2. Adopted children:		
a. Is the adoption final or pending?	_____	_____
b. If the adoption is pending, do you have a letter from an authorized adoption agency?	☐ Yes ☐ No	☐ Yes ☐ No
3. Foster children:		
a. Do you have a letter from the authorized placement agency or applicable court document?	☐ Yes ☐ No	☐ Yes ☐ No
4. Brother, sister, niece, nephew, grandchild, great-grandchild:		
a. Can you provide a birth certificate that verifies your relationship to the child?	☐ Yes ☐ No	☐ Yes ☐ No
5. Stepchildren or descendent of them, step-grandchildren, step-great-grandchildren:		
a. Can you provide a birth certificate & marriage certificate verifying the relationship to the child?	☐ Yes ☐ No	☐ Yes ☐ No

Residency - Qualifying Child

Can you provide any of the following documentation to prove that your child lived with you for more than half of the year? More than one type of documentation may be required by the IRS.

Child 1

- ☐ School records
- ☐ Medical records
- ☐ Daycare records
- ☐ Social service records
- ☐ Letter*

Daycare provider _____

Child 2

- ☐ School records
- ☐ Medical records
- ☐ Daycare records
- ☐ Social service records
- ☐ Letter*

Daycare provider _____

*The letter must be on official letterhead from one of the following: school, medical provider, social service agency, place of worship, or other acceptable entity. The letter must include the name of the child, name of the child's parent or guardian, child's address, and dates during the year child lived with taxpayer.

Your signature	Date	Spouse's signature. If joint return, BOTH must sign.	Date

Paid preparer's signature	Date