



**Tax Documents Checklist for Trust Returns:**

- ✓ Check register showing payouts and distributions
- ✓ Bank statements
- ✓ List of beneficiaries. For each, please include the following:
  - Social security number
  - A current address
- ✓ Forms such as:
  - 1099-B
  - 1099-DIV
  - 1099-INT
- ✓ Investment paperwork
  - Money Markets
  - IRA
- ✓ Plan documents (new clients)
- ✓ Any changes to plan documents