

JAN MARIE DOUGHTY, CPA
Florida Property & Business Services LLC
CLIENT INFORMATION SHEET
PERSONAL DETAILS – Year ending 31 DECEMBER 2006

Owner(s) of US Property	(first owner) A	(second owner) B	
Name(s) per passport	First Last	First Last	
New Clients - please complete information sheet in full. (Please call if you have any queries). If I filed your year 2005 US 1040NR tax return please show amendments and additions only and confirm NO CHANGE from last year by ticking the right hand boxes ▶▶▶▶▶▶▶▶			
% of Ownership Interest			▼▼
Country of Citizenship			
Country of Residence			
US Tax Identification Number <i>Individual Tax Ident Number</i>	ITIN — — NOT sales tax Identification	ITIN — —	
Marital Status			
Date of Birth			
Contact Details	N° / Street City County/Post Code	If different from first owner	
UK Address			
UK Home Contact Tel N°			
UK Work Telephone Number			
UK Mobile Number			
UK Fax Number			
E-Mail address			
Passport – Country of issue			
Visa type & number – if any			
Were you ever a US citizen			
Entry to US – Date of first entry			
US entry/exit dates in 2006			
Purpose of visits to US-2006			
Number of days you were in the US (including vacation & nonworkdays during:-	2004..... 2005..... 2006.....	2004..... 2005..... 2006.....	
Have you filed a US income tax return before the year 2006	YES / NO (If yes and a new client, please attach copies)	YES / NO (If yes and a new client, please attach copies)	

Your US PROPERTY DETAILS

US Property Address:	N° / Street City/ZIP County		
		(eg Osceola, Polk, Lake, Orange etc.)	
US Telephone/Fax Number (if any)			
Property Management Company during 2006			
Date your property was first available to rent			
Total cost of Furnishings Package \$ (USD) * (This will be used to produce your Tangible Personal Property Tax Return)	(* must be provided to enable Tangible Personal Property Return to be completed) Estimate if necessary		
Date Furnishings package purchased * (Major new additions for current year please list separately)			
Would you like me to file your DR-405 Tangible Personal Property Tax Return	YES / NO	Should be filed by April 1 st 2007 Existing clients should receive a completed return from me in January/February for review and signature	

Please **DO NOT** forward the U.S. Internal Revenue 1040NR EZ or 1040NR forms & instruction booklet usually received in March

PLEASE FORWARD THE DOCUMENTS & INFORMATION REQUESTED TO:
JAN MARIE DOUGHTY, CPA [Florida Property & Business Services LLC]
PO Box 41, Chichester, West Sussex PO20 1UZ UK
Tel /Fax ☎ (01243) 536026. e-mail FPBS@FloridaPBS.com

JAN MARIE DOUGHTY, CPA
Florida Property & Business Services LLC
YEAR END INFORMATION - Year ending 31 December 2006

Taxpayers Name(s): _____

US Property address: _____

CHECK LIST

(Please tick in centre box, if item is enclosed and enter number of Personal use days)

STATEMENTS REQUIRED	✓	EXPLANATION
Mortgage Interest Statement-2006 Form 1098 if US Mortgage <input type="checkbox"/>	<input type="checkbox"/>	Statement from your mortgage company showing the total interest paid by you in 2006. Please attach a <u>copy</u> . (Should be received from your US mortgage company in January 2007 – please obtain similar from UK companies.
Purchasing Settlement statement	<input type="checkbox"/>	New clients (and for additional US properties) [sometimes called a HUD statement]
Selling Settlement Statement	<input type="checkbox"/>	If you sold in the current year. Also, please forward form 8288-A from your title company.
Number of Personal Use Days	<input type="checkbox"/>	Number of days your home was used by yourselves, your family and friends where no rental income was collected.

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RENTAL INCOME AND EXPENSES FROM ALL SOURCES

REVENUE:	(for calendar year ended 31 December 2006)	\$ US Dollars
	Rental Income (net of Sale & Tourist Tax)	
EXPENSES:	(for calendar year ended 31 December 2006)	
	Advertising	
	Auto and Travel	
	Cleaning & Maintenance	
	Commissions	
	Insurance	
	Legal & Professional Fees	
	Management fees	
	Mortgage interest qualified	
	Repairs	
	Supplies	
	Real estate taxes	
	Utilities (Telephone, Cable TV, Electric, Water etc.)	
	Licences & Fees	
	Tangible Personal Property Tax	
	Bank charges	
	Home Owner Association Fees	
	Other (please list)	
Signature		Confirming the information provided is correct and authorising FloridaPBS to complete your tax returns

PLEASE FORWARD THE DOCUMENTS & INFORMATION REQUESTED TO:

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