

## Introduction

### The Hassle-Free Way To Complete Your Tax Return

The IRS has offered people with undisclosed income from offshore accounts an opportunity to get current with their tax returns. This program is similar to the Offshore Voluntary Disclosure Program in that it offers clear benefits to encourage US taxpayers to disclose their foreign accounts now, rather than risk discovery and possibly higher penalties or even prosecution by the IRS in the future, but this new program has a quicker, streamlined process for taxpayers who represent a low compliance risk—like you!

Now, we just need some details that will be passed along to the IRS in order for you to participate under this program.

To do that, we've created this Streamlined Disclosure Questionnaire.

### Secure Methods For Sharing Your Info With Greenback

We highly recommend that you upload your tax-related documents directly to the secure area on our website. However, if you are unable to do so, we also offer you the ability to mail your documents into our secure scanning center. If you are mailing your documents to us, please make sure that you:

- Only send us copies (we are not able to return the documents).
- Remove all staples, paper clips, etc., from the documents before sending them to us.
- Write your name in the upper right hand corner of all documents.

Then, mail your complete tax package to our scanning center:

Greenback Expat Tax Services  
2885 Sanford Ave SW 14877  
Grandville, MI 49418 USA

### Quick Reminder!

When we refer to a “tax year,” this means January 1 through December 31 of the year in question.

## General Information

Full name (First Name) (Last Name):

Street address:

City:

State/Province:

Country:

Postal Code:

Date of Birth:

Social Security or Tax Identification Number:

Year(s) for which you are reporting:

## Tax Questions

During the tax year(s) in question...

- |   |     |    |        |
|---|-----|----|--------|
| 1. Have you resided in the US for any period of time since January 1, 2013? | Yes | No | Unsure |
| 2. Have you filed a US tax return for 2013 or later?                        | Yes | No | Unsure |

*If no, why didn't you file?*

3. Please list your total number of days in the United States (including travel days) for the following years:

a. 2013:

b. 2014:

c. 2015:

4. Please briefly describe why you did not file tax returns or information returns in the last three years, or if you did file, please briefly describe why you need to amend the filings:

***Based on your answers to these questions, your accountant will determine whether you are eligible to utilize the Streamlined Filing Procedures, or whether your submission should be made through the Offshore Voluntary Disclosure Program.***

## Financial Accounts/Entities

During the tax year(s) in question...

- |   |     |    |
|---|-----|----|
| 5. Since January 1, 2010, have you had a financial interest in or signature or other authority over any financial accounts located outside your country of residence? | Yes | No |
| a. <b>If yes</b> , are the accounts held in your name?  | Yes | No |
| b. <b>If yes</b> , list the countries where the accounts were/are held.   | Yes | No |
|   |     |    |
| 6. Since January 1, 2010, did you have a financial interest in any entities located outside of the United States?   | Yes | No |
| a. <b>If yes</b> , do these entities (such as corporations, partnerships, estates, or trusts) control US investments?   | Yes | No |
| b. <b>If yes</b> , list the countries where the entities were/are held.   | Yes | No |
|   |     |    |
| 7. Do you have a retirement account located in your country of residence?   | Yes | No |

## Tax Advisors

During the tax year(s) in question...

- |  |     |    |
|--|-----|----|
| 8. Did you rely on the advice of a tax professional for not filing required US tax returns?  | Yes | No |
| a. <b>If yes</b> , is your tax advisor located in the US?  | Yes | No |
| 9. During the above-listed tax years for this submission, did you know that you were a US citizen or resident alien?   | Yes | No |
| a. <b>If yes</b> , did you disclose to your tax professional that you were a US citizen or resident alien?   | Yes | No |
| 10. During the above-listed tax years for this submission, have you declared all of your income in your country of residence?                                    | Yes | No |
| 11. If you used a tax professional, did you disclose the existence of the accounts/entities you hold outside your country of residence to your tax professional? | Yes | No |
| 12.. Did you know you had a Report of Foreign Bank and Financial Accounts (FBAR), Form FinCen 114 (formerly known as TD F 90-22.1), filing requirement?          | Yes | No |

## Tax Position

During the tax year(s) in question...

13. Have you ever filed a US tax return?	Yes	No
14. Are you currently under audit or investigation by the IRS?	Yes	No
15. Have you ever filed an FBAR?	Yes	No
16. Have you received an FBAR warning letter for any of the above-listed tax years for failing to file an FBAR?	Yes	No
17. Do you have a treaty-based position for your country of residence that reduces your US tax liability?	Yes	No
18. Were you employed by a US company or entity during any of the above-listed tax years?	Yes	No
19. During any of the above-listed tax years, did you receive income from any of the following income sources in your country of residence: rental income, sales of property, inheritance?	Yes	No
20. Are you claiming a refund on any of the returns you are submitting through this program?	Yes	No

## Additional Comments

## Acknowledgement of Engagement

By checking this box, I acknowledge that I am engaging Greenback Expat Tax Services to prepare my US tax return for the year stated above in accordance with the fee schedule, which can be found at [www.greenbacktaxservices.com/expatriate-tax-services/](http://www.greenbacktaxservices.com/expatriate-tax-services/).

I further acknowledge that it is my responsibility to provide all of the information required for the complete and accurate preparation of this return. Greenback will not audit or otherwise verify the data I submit.

As the taxpayer, I have the final responsibility for the income tax returns and I acknowledge that I understand the importance in carefully reviewing the returns before signing them.

This agreement with Greenback covers only the preparation of my tax return, and does not apply to services related to an audit of the return by a government agency, additional correspondence with a government agency, or other services that may be required after the filing of my returns.

Furthermore, all of the information I provide will be kept confidential, however I understand that any discussion with any member of the Greenback team is not protected by any form of attorney-client privilege.

The law provides various penalties that may be imposed when a taxpayer understates their tax liability or does not file returns and FBARs prior to the statutory deadlines.

If you would like information on the amount or the circumstances of these penalties, please discuss this with your accountant.

## Secure Methods For Sharing Your Tax Info With Us

### Preferred Method

#### Fastest (Recommended)

We highly recommend that you upload these documents directly to the [secure data portal](#) that can be accessed on our website.

[customer@greenbacktaxservices.com](mailto:customer@greenbacktaxservices.com)

### Alternate Method

#### Slower – will take more time

However, if you are unable to do so, we also offer you the ability to mail your documents into our secure scanning center. If you are mailing your documents to us, please make sure that you:

- Only send us copies (we are not able to return the documents);
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