DESK REFERENCE

TAX YEAR 2021

How you prepare for tax season can influence how smoothly your season goes. Here are some important steps your office can take.

Preseason Checklist

Complete your continuing professional education. Ensure you have all the CPE needed to renew your professional licenses and understand tax law changes prior to tax season by visiting *DrakeCPE.com*.

Register for or renew your PTIN. A PTIN is required for all return preparers who are compensated for preparing or assisting in the preparation of a tax return. Visit *IRS.gov/Tax-Professionals/PTIN-Requirements-for-Tax-Return-Preparers* to register, renew, and learn more.

Order tax preparation software. Look for a software package that includes everything you need and that you can trust. Consider Drake Tax.

Verify your office equipment meets system requirements. Does your hard drive have enough available space? Is your network operational? Are your printers and scanners compatible?

Install and test your tax software package. We hope you've chosen software that's delivered early.

Purchase office supplies. Don't forget toner, paper, pens, and folders.

Test printers. Test any new setup features included in your software. Make sure bar codes are printed correctly and that you understand how to choose which forms are printed and how to print sets.

Send organizers or letters. Make sure clients bring the correct information to their appointments. Sending organizers is easier than ever with Drake Portals, and producing professional letters takes just a few clicks in Drake Tax.

Educate yourself on tax law changes. This desk reference is a great introduction to tax law changes. Online research, the IRS website, and state tax departments are great resources as well.

Begin preseason scheduling. This will give you a jump-start on tax season and help early-filer clients see you as soon as possible.

Train your staff. Make sure everyone understands their duties and is familiar with the software. Once tax season hits, you may not have time to review.

Update your filing system. If you're considering going paperless, make sure you're familiar with the steps you need to take. If you prefer paper, make sure you shred any unnecessary paperwork to free up additional space.

Establish billing amounts. Configuring pricing in your software now will save you a lot of time later.

Determine incentives. If you plan to offer rebates or other incentives, make sure the process is well thought out. This will eliminate kinks in the midst of your busy season.

Sign up with a bank if you plan to offer bank products. Signing up now helps you avoid delays when it's time to process that first bank product. You may need to complete an application with your software vendor, too.

Drake Software Support Website

Drake's Support website (*Support.DrakeSoftware.com*) offers you a wealth of resources available 24 hours a day. Sign in to your Drake Support account by entering your username and password. The most commonly accessed resources are available on the Home page; you can find others by choosing from the following sidebar options:

Account – Access and edit your account information, view serial numbers, and submit bank applications.

Reports – Access your online EF database, where you can customize, view, and print reports reflecting the statuses of returns, bank products, checks, fees, and more.

Purchasing – Make tax return preparation easier by purchasing Drake Tax and supplementary programs such as Drake Accounting, Drake Portals, Drake E-Sign, and GruntWorx. Purchase compatible office supplies as well as W-2 blocks to seamlessly integrate W-2s from more than one million employers.

Products – Learn more about Drake Software's products and partners.

Support – Contact customer support, download product manuals, participate in forums, and find answers to your questions in Drake Knowledge Base.

Downloads – Download programs, both current and past versions, as well as conversion packages for last year's tax data.

Training – Become a tax expert and earn CPE by enrolling in Virtual Update Schools and Virtual Classroom Training, or learn at your own pace through Drake's e-Training Center in addition to watching video tutorials and filing practice returns.

Be sure to visit *DrakeSoftware.com* for the most recently updated version of the Desk Reference Guide.

DrakeSoftware[®]

Compliments of Drake Software 828.524.8020 - Support@DrakeSoftware.com

TAX RETURN PREPARERS' DUE DILIGENCE REQUIREMENTS

Paid preparers who file EITC, CTC/ACTC/ODC, AOTC, or HOH returns, or claims for refunds for clients, must meet due diligence requirements. Those who fail to do so can be assessed a \$540 penalty for each failure.



Requirement	As a paid tax return preparer, you must:
Knowledge	 Have no knowledge that any information used to determine a client's eligibility for refundable credit, or the amount, is incorrect. Be aware that all information given by the client, or known by you, is not absolute and that additional inquiries must be made if a reasonable and well-informed tax return preparer, knowledgeable in the law, would conclude the information is incomplete, inconsistent, or incorrect. Know the law, and use your knowledge of the law, to ensure you are asking your client the right questions to gather all relevant information. Document any additional questions you ask at the time of the interview, as well as your client's answers. The Treasury Regulations give application examples of the knowledge requirement. Find the regulations and requirements for tax return preparer due diligence on the <u>Government Printing Office site</u> .
Complete and Submit Form 8867	 Complete Form 8867, Paid Preparer's Due Diligence Checklist, for each EITC, CTC/ACTC/ODC, AOTC, or HOH claim you prepare. Complete the compliance checklist with due diligence requirements and information provided by your clients. Submit the completed Form 8867 to the IRS with every electronic return you prepare claiming the EITC, CTC/ACTC/ODC, AOTC, or HOH. Attach the completed Form 8867 to every paper return or claim for refund you prepare for the EITC, CTC/ACTC/ODC, AOTC, or HOH. Attach the completed Form 8867 to every paper return or claim for refund you prepare for the EITC, CTC/ACTC/ODC, AOTC, or HOH, and stress to your client the importance of sending it with the return or claim for refund to the IRS.
Keep Records	 Keep a copy of the Form 8867 and the worksheets used to determine credits. Keep a record of all additional questions you asked your clients, as well as your client's answers, that would help you comply with due diligence requirements. Keep copies of any documents your client gives you on which you relied to determine eligibility for, or the amount of, the credits. Keep a record of how, when, and from whom you obtained the information used to complete the return. Keep your records in either paper or electronic format, and make sure you can produce them if the IRS asks for them. Keep these records for three years from the latest date of the following that apply: The original due date of the tax return. (This does not include any extension of time for filing.) If you electronically file the return or claim for refund and sign it as the return preparer, the date the tax return or claim for refund is filed. If the return or claim for refund is not filed electronically and you sign it as the return preparer, the date you present the tax return or claim for refund and another preparer completes and signs the return or claim for refund, you must keep the part of the return you were responsible for completing for 3 years from the date you submit it to the signing tax return preparer. Keep these records in either paper or electronic format in a secure place to protect your client's personal information.

2021 MEDICAL SAVINGS ACCOUNTS (MSA)

2021 Annual Deductible Range			
Self-Only Coverage	\$	2,400 - \$	3,600
Family Coverage	\$	4,800 - \$	7,150
<u>Maximum Out of Pocket</u> Self-Only Coverage Family Coverage		\$ \$	4,800 8,750

HEALTH SAVINGS ACCOUNT (HSA)

2021 Maximum Annual Contribution Limits		
Self-Only Coverage	\$	3,600
Family Coverage	\$	7,200
<u>2021 Minimum Deductible</u> Self-Only Coverage Family Coverage	\$ \$	1,400 2,800
<u>2021 Maximum Out of Pocket</u> Self-Only Coverage Family Coverage	\$ \$	7,000 14,000
Additional Over Age 55 - 65 2021 and after	\$	1,000

ADOPTION CREDIT

Maximum credit for a child	
with special needs	\$ 14,440
Other adoptions,	
qualified expenses	Up to \$ 14,440
Phaseout range, modified	
adjusted gross income	\$ 216,660 - \$ 256,660

BONUS DEPRECIATION

Assets Placed in Service	
2021	100%

SECTION 179 EXPENSE

Expense limit	\$ 1,050,000
Phaseout threshold	\$ 2,620,000

FICA (SS & MEDICARE) WAGE BASE

Social Security wage base	\$ 142,800
Maximum Social Security tax	\$ 8,854
Medicare wage base	No ceiling
Maximum Medicare wage tax	No ceiling

STANDARD DEDUCTIONS

If the taxpayer's filing status is	Base Amount	Additional Amount for Blindness or Over Age 65
Single	\$ 12,550	\$1,700
Married Filing Jointly	\$ 25,100	\$1,350
Married Filing Separately	\$ 12,550	\$1,350
Head of Household	\$ 18,800	\$1,700
Qualifying Widow(er) with Dependent Child	\$ 25,100	\$1,350
Dependent of Another	\$1,100 (or Earned income + \$350)	\$1,350 (\$1,700 if Single or HOH)

MACRS RECOVERY PERIODS

Type of PropertyGeneral Depreciation SystemAlternative Depreciation SystemComputers and their peripheral equipment5 years5 yearsOffice machinery, such as: Scamers (alculators (alculators (copiers5 years6 yearsAutomobiles5 years5 yearsLight trucks5 years5 yearsAppliances, such as: Stoves Refrigerators5 years9 yearsCarpets5 years9 yearsFurniture used in rental property5 years9 yearsOffice furniture and equipment, such as: Desks Tables7 years9 yearsOffice furniture and equipment, such as: Desks7 years10 yearsOffice furniture and equipment, such as: Desks7 years20 yearsOffice furniture and equipment, such as: Desks7 years20 yearsPeristie and that has not been designated by law as being in any other class15 years20 yearsResidential rental property (buildings or structures) and structural components such as furnaces, water pipes, venting, etc.27.5 years30 years		MACRS Recovery Period	
peripheral equipment5 years5 yearsOffice machinery, such as: Scanners Calculators Copiers5 years6 yearsAutomobiles5 years5 yearsLight trucks5 years5 yearsAppliances, such as: Stoves Refrigerators5 years9 yearsCarpets5 years9 yearsFurniture used in rental property5 years9 yearsOffice furniture and equipment, such as: Desks Tables7 years9 yearsOffice furniture and equipment, such as: Desks Tables7 years20 yearsRefrigerators15 years20 yearsRefrigerators15 years20 yearsRefrigerators15 years30 years	Type of Property		
Scanners Calculators CopiersS years6 yearsAutomobiles5 years5 yearsLight trucks5 years5 yearsAppliances, such as: Stoves RefrigeratorsS years9 yearsAppliances, such as: Stoves Refrigerators5 years9 yearsCarpets5 years9 yearsFurniture used in rental property5 years9 yearsOffice furniture and equipment, such as: Desks Tables7 years9 yearsOffice furniture and equipment, such as: Desks Tables7 years10 yearsOffice furniture and equipment, such as: Desks7 years20 yearsOffice furniture and equipment, such as: Desks7 years20 yearsOffice furniture and equipment, such as: Desks15 years20 yearsRoads15 years20 yearsRoads15 years20 yearsFences15 years20 yearsFences15 years20 yearsPesidential rental property buildings or structures) and structural components such as furutural components such as 		5 years	5 years
Light trucksImage: constraint of plantLight trucks5 yearsAppliances, such as: Stoves Refrigerators5 yearsStoves Refrigerators5 yearsCarpets5 yearsFurniture used in rental property5 yearsOffice furniture and equipment, such as: Desks Tables7 yearsOffice furniture and equipment, such as constructure and that has not been designated by law as being in any other class7 yearsResidential rent property buildings or structures) and structural components such as furniture and property buildings or structures) and structural components such as furniture and property enting, etc.27.5 yearsOffice furniture and property buildings or structures) and structural components such as furniture and property30 years	Scanners Calculators	5 years	6 years
Appliances, such as: Stoves Refrigerators5 years9 yearsCarpets5 years9 yearsFurniture used in rental property5 years9 yearsOffice furniture and equipment, such as: Desks 	Automobiles	5 years	5 years
Stoves Refrigerators5 years9 yearsCarpets5 years9 yearsFurniture used in rental property5 years9 yearsOffice furniture and equipment, such as: Desks Tables7 years10 yearsAny property that does not have a class life and that has not been designated by law as being in any other class7 years12 yearsRoads15 years20 yearsShrubbery15 years20 yearsFences15 years20 yearsResidential rental property buildings or structures) and structural components such as ender, water pipes, venting, etc.27.5 years30 years	Light trucks	5 years	5 years
Furniture used in rental property5 years9 yearsOffice furniture and equipment, such as: Desks Tables7 years10 yearsAny property that does not have a class life and that has not been designated by law as being in any other class7 years12 yearsRoads15 years20 yearsShrubbery15 years20 yearsFences15 years20 yearsResidential rental property biructural components such as ere, water pipes, venting, etc.27.5 years30 years	Stoves	5 years	9 years
Office furniture and equipment, such as: Desks Tables7 years10 yearsAny property that does not have a class life and that has not been designated by law as being in any other class7 years12 yearsRoads15 years20 yearsShrubbery15 years20 yearsFences15 years20 yearsResidential rental property (buildings or structures) and structural components such as funces, water pipes, venting, etc.27.5 years30 years	Carpets	5 years	9 years
Desks Tables7 years10 yearsAny property that does not have a class life and that has not been designated by law as being in any other class7 years12 yearsRoads15 years20 yearsShrubbery15 years20 yearsFences15 years20 yearsResidential rental property brutural components such as structures) and structures, water pipes, venting, etc.27.5 years30 years	Furniture used in rental property	5 years	9 years
class life and that has not been designated by law as being in any other class7 years12 yearsRoads15 years20 yearsShrubbery15 years20 yearsFences15 years20 yearsResidential rental property buildings or structures) and structural components such as extrements27.5 years30 years	Desks	7 years	10 years
Shrubbery15 years20 yearsFences15 years20 yearsResidential rental property (buildings or structures) and structural components such as funnces, water pipes, venting, etc.27.5 years30 years	class life and that has not been designated by law as	7 years	12 years
Fences15 years20 yearsResidential rental property (buildings or structures) and structural components such as furnaces, water pipes, venting, etc.27.5 years30 years	Roads	15 years	20 years
Residential rental property (buildings or structures) and structural components such as furnaces, water pipes, venting, etc.27.5 years30 years	Shrubbery	15 years	20 years
(buildings or structures) and structural components such as furnaces, water pipes, venting, etc.27.5 years30 years	Fences	15 years	20 years
Nonresidential real property 39 years 40 years	(buildings or structures) and structural components such as	27.5 years	30 years
	Nonresidential real property	39 years	40 years

The same recovery period as that of the property to which the addition or improvement is made, determined as if the property were placed in service at the same time as the addition or improvement.

See Publication 946—How To Depreciate Property

Additions and improvements,

such as a new roof

Compliments of Drake Software 828.524.8020 - DrakeSoftware.com - Support@DrakeSoftware.com

2021 FILING REQUIREMENTS FOR MOST TAXPAYERS

If the taxpayer's filing status is	AND at the end of 2021 the taxpayer was	THEN file a return if the taxpayer's gross income was at least
Single	Under 65 65 or older	\$12,550 \$14,250
Married Filing Jointly	Under 65 (both spouses) 65 or older (one spouse) 65 or older (both spouses)	\$25,100 \$26,450 \$27,800
Married Filing Separately	Any age	\$ 5
Head of Household	Under 65 65 or older	\$18,800 \$20,500
Qualifying Widow(er) with Dependent Child	Under 65 65 or older	\$25,100 \$26,450

2021 FILING REQUIREMENTS FOR DEPENDENTS

If either the taxpayer's parents or someone else can claim him or her as a dependent, use this chart to see if the taxpayer must file a return. In this chart, unearned income includes taxable interest, ordinary dividends, and capital gain distributions. Earned income includes wages and tips, as well as taxable scholarships and fellowship grants. Gross income is the total of unearned and earned income.

Single dependents. Was the taxpayer either age 65 or older or blind?

- □ No. The taxpayer must file a return if any of the following apply:
 - The taxpayer's unearned income was over \$1,100
 - The taxpayer's earned income was over \$12,550
 - The taxpayer's gross income was more than the larger of: • \$1.100
 - The taxpayer's earned income (up to \$12,200) plus \$350
- Series The taxpayer must file a return if any of the following apply:
 - The taxpayer's unearned income was over \$2,800 (\$4,500 if 65 or older and blind)
 - The taxpayer's earned income was over \$14,250 (\$15,950 if 65 or older and blind)
 - The taxpayer's gross income was more than the larger of:
 - \$ 2,800 (\$4,500 if 65 or older and blind)
 - The taxpayer's earned income (up to \$12,200) plus \$2,050 (\$3,750 if 65 or older and blind)

Married dependents. Was the taxpayer either age 65 or older or blind?

- □ No. The taxpayer must file a return if any of the following apply:
 - The taxpayer's unearned income was over \$1,100
 - The taxpayer's earned income was over \$12,550
 - The taxpayer's gross income was at least \$5 and his or her spouse files a separate return and itemizes deductions
 - The taxpayer's gross income was more than the larger of:
 - \$1,100
 - The taxpayer's earned income (up to \$12,200) plus \$350
- □ Yes. The taxpayer must file a return if any of the following apply:
 - The taxpayer's unearned income was over \$2,450 (\$3,800 if 65 or older and blind)
 - The taxpayer's earned income was over \$13,900 (\$15,250 if 65 or older and blind)
 - The taxpayer's gross income was at least \$5 and his or her spouse files a separate return and itemizes deductions
 - The taxpayer's gross income was more than the larger of:
 - \$2,450 (\$3,800 if 65 or older and blind)
 - The taxpayer's earned income (up to \$12,200) plus \$1,700 (\$3,050 if 65 or older and blind)

OTHER SITUATIONS WHEN THE TAXPAYER MUST FILE A 2021 RETURN

The taxpayer must file a return if any of the following conditions apply for 2021.

- The taxpayer owes any special taxes, including any of the following:
 - a. Alternative minimum tax.
 - b. Additional tax on a qualified plan, including an individual retirement arrangement (IRA) or other tax-favored account—but if the taxpayer is filing a return only because he or she owes this tax, the taxpayer can file Form 5329 by itself.
 - c. Household employment taxes—but if the taxpayer is filing a return only because he or she owes this tax, the taxpayer can file Schedule H by itself.
 - d. Social Security and Medicare tax on tips the taxpayer did not report to his or her employer or on wages the taxpayer received from an employer who did not withhold these taxes.
 - e. Repayment of the First-Time Homebuyer Credit. See the instructions for Form 1040 (or 1040-SR), Schedule 2, Part II.
 - f. Write-in taxes, including uncollected Social Security and Medicare tax, RRTA tax on tips the taxpayer reported to his or her employer, tax on group-term life insurance, or additional taxes on health savings accounts. See the instructions for Form 1040 (or 1040-SR), Schedule 2, line 17.
 - g. Recapture taxes. See the instructions for Form 1040 (or 1040-SR), Schedule 2, Part II.
- The taxpayer (or his or her spouse, if filing jointly) received HSA, Archer MSA, or Medicare Advantage MSA distributions.
- The taxpayer had net earnings from self-employment of at least \$400.
- The taxpayer had wages of \$108.28 or more from a church or qualified church-controlled organization that is exempt from employer Social Security and Medicare taxes.
- The taxpayer had advance payments of the Premium Tax Credit made for him or her, his or her spouse, or a dependent who enrolled in coverage through the Health Insurance Marketplace. The taxpayer should have received Forms 1095-A showing the amount of the advance payments, if any.
- The taxpayer had advance payments of the Health Coverage Tax Credit made for him or her, his or her spouse, or a dependent. The tax payer, or whomever enrolled him or her, should have received Forms 1099-H showing the amount of the advance payments
 The taxpayer is required to file Form 965-A.



STUDENT LOAN INTEREST DEDUCTION

Maximum interest deduction	\$ 2,500	
Modified Adjusted Gross Income Phaseout:		
Married Filing Jointly	\$140,000 - \$170,000	
Single/HOH	\$ 70,000 - \$ 85,000	

QUALIFYING CHILD FOR CHILD TAX CREDIT

A qualifying child for purposes of the Child Tax Credit must be all of the following:

- A U.S. citizen or resident alien
- An SSN holder
- Claimed as the taxpayer's dependent on Form 1040 or 1040-SR
- Under age 18 at the end of 2021
- The taxpayer's:
- Son, daughter, adopted child, stepchild, or descendant of any of them (for example, the taxpayer's grandchild)
- Brother, sister, stepbrother, stepsister, or a descendant of any of them (for example, the taxpayer's niece or nephew) for whom the taxpayer cared for as he or she would his or her own child

Adopted Child

An adopted child is always treated as the taxpayer's own child. An adopted child includes a child placed with the taxpayer by an authorized placement agency for legal adoption even if the adoption is not final.

FULLY REFUNDABLE CHILD TAX CREDIT

Under Age 6	\$3,600
Under Age 18	\$3,000

QUALIFYING DEPENDENT FOR OTHER DEPENDENT CREDIT

A qualifying dependent for the Other Dependent Credit must be all of the following: • A U.S. citizen, U.S. national, or U.S. resident alien • An SSN, ITIN, or ATIN holder • Claimed as the taxpayer's dependent on Form 1040 or 1040-SR Credit Amount \$500 Refundable Portion \$-0-

DEPENDENT CARE CREDIT LIMITATIONS

To determine the taxpayer's amount of fully refundable credit, multiply the taxpayer's work-related expenses (after applying the earned income and dollar limits) by one of the following percentages. This percentage depends on the taxpayer's adjusted gross income shown on Form 1040, 1040-SR, or 1040-NR, line 11. The following table shows the percentage to use based on adjusted gross income. The maximum eligible to be multiplied by these percentages is \$8,000 per child or \$16,000 per return.

If the taxpayer's adjusted gross income is:

Over	But Not Over	Percentage	Over	But Not Over	Percentage
0	125,000	50%	173,000	175,000	25%
125,000	127,000	49%	175,000	177,000	24%
127,000	129,000	48%	177,000	179,000	23%
129,000	131,000	47%	179,000	181,000	22%
131,000	133,000	46%	181,000	183,000	21%
133,000	135,000	45%	183,000	400,000	20%
135,000	137,000	44%	400,000	402,000	19%
137,000	139,000	43%	402,000	404,000	18%
139,000	141,000	42%	404,000	406,000	17%
141,000	143,000	41%	406,000	408,000	16%
143,000	145,000	40%	408,000	410,000	15%
145,000	147,000	39%	410,000	412,000	14%
147,000	149,000	38%	412,000	414,000	13%
149,000	151,000	37%	414,000	416,000	12%
151,000	153,000	36%	416,000	418,000	11%
153,000	155,000	35%	418,000	420,000	10%
155,000	157,000	34%	420,000	422,000	9%
157,000	159,000	33%	422,000	424,000	8%
159,000	161,000	32%	424,000	426,000	7%
161,000	163,000	31%	426,000	428,000	6%
163,000	165,000	30%	428,000	430,000	5%
165,000	167,000	29%	430,000	432,000	4%
167,000	169,000	28%	432,000	434,000	3%
169,000	171,000	27%	434,000	436,000	2%
171,000	173,000	26%	436,000	438,000	1%

COMPARISON OF EDUCATION CREDITS

Lifetime Learning	American Opportunity
Up to \$2,000 credit per return	Up to \$2,500/Up to 40% is refundable
Maximum lifetime learning rate is 20%	100% of first \$2,000 plus 25% of next \$2,000
Available for all years of post-secondary education and for courses to acquire or improve job skills	Available for four years of college and ONLY if the student had not completed the first 4 years of postsecondary education before 2021
Available for an unlimited number of years	Available ONLY for 4 tax years per eligible student (including any years the Hope Credit was claimed)
Student doesn't need to be pursuing a program leading to a degree or other recognized education credential	AGI phaseout between \$80,000 - \$90,000 (\$160K - \$180K MFJ)
Available for one or more courses	Student must be enrolled at least half time for at least one academic period beginning during 2021 (or the first 3 months of 2022 if the qualified expenses were paid in 2021)
Felony drug conviction rule does not apply	As of the end of 2021, the student had not been convicted of a felony for possession or distribution of a controlled substance

EDUCATION CREDITS PHASEOUT

Lifetime Learning Adjusted Gross Income		Refundable American Opportunity
Married Filing Jointly	\$160,000 - \$180,000	\$160,000 - \$180,000
All other filing statuses	\$ 80,000 - \$ 90,000	\$ 80,000 - \$ 90,000

SOCIAL SECURITY PAYBACK

At full retirement age or older		No limit on earnings
Under full retirement age		\$1 in benefits will be deducted for each \$2 you earn above \$18,960
	In the year you reach full retirement age	Your benefits will be reduced \$1 for every \$3 you earn above \$50,520

* For people born in 1943 through 1954, the full retirement age is 66.

The full retirement age increases gradually each year until it reaches age 67 for people born in 1960 or later.

EARNED INCOME CREDIT

Single, Married Filing Separately, Head of Household,	Earned Income Ranges to Receive the Maximum EIC		Maximum EIC	EIC Eliminated When Earned Income Reaches
and Qualifying Widow(er)	AT LEAST	BUT LESS THAN	Amount	These Amounts
No Children	\$ 9,820	\$11,610	\$1,502	\$21,430
One Child	\$10,640	\$19,520	\$3,618	\$42,158
Two Children	\$14,950	\$19,520	\$5,980	\$47,915
Three or More Children	\$14,950	\$19,520	\$6,728	\$51,464

Married Filing Jointly		nges to Receive the ium EIC	Maximum EIC Amount	EIC Eliminated When Earned Income Reaches
	AT LEAST	BUT LESS THAN	, inodite	These Amounts
No Children	\$ 9,820	\$17,560	\$1,502	\$27,380
One Child	\$10,640	\$25,470	\$3,618	\$48,108
Two Children	\$14,950	\$25,470	\$5,980	\$53,865
Three or More Children	\$14,950	\$25,470	\$6,728	\$56,414

The maximum amount of investment income the taxpayer can have and still receive EIC has increased to \$10,000.

EARNED INCOME CREDIT IN A NUTSHELL

First, the taxpayer must meet all the rules in this column.

Second, the taxpayer must meet all the rules in one of these columns, whichever applies. PART A PART B PART C **Rules for Everyone** Rules if the Taxpayer Has a Rules if the Taxpayer Does Not Have a **Qualifying Child Qualifying Child** 1. The taxpayer's adjusted gross income (AGI) must be less than: 1. The taxpayer's child must have a Social Security 1. The taxpayer must generally be at least 19 (24 if he Number that is valid for employment and or she is a student, or 18 if he or she is homeless or • \$51,464 (\$56,414 if Married Filing Jointly) if the taxpayer has issued before the due date of the return is at risk of homelessness or if the taxpayer was in three or more qualifying children (including extensions). foster care at any time after he or she reached the • \$47,915 (\$53,865 if Married Filing Jointly) if the taxpayer has age of 14). two qualifying children 2. The taxpayer's child must meet the relationship, age, and residency tests. 2. The taxpayer cannot be the dependent of \$42,158 (\$48,108 if Married Filing Jointly) if the taxpayer has another person. one qualifying child 3. The taxpayer's qualifying child cannot be used \$21,430 (\$27,380 if Married Filing Jointly) if the taxpayer does by more than one person to claim the EIC. 3. The taxpayer cannot be a qualifying child of not have a qualifying child another person. 4. The taxpayer cannot be a qualifying child of 2. The taxpayer must have a valid Social Security Number. another person. 4. The taxpayer must have lived in the United States 3. The taxpayer's filing status cannot be "Married Filing Separately" more than half of the year. unless the taxpayer lived with a qualifying child for over half the 5. If Married Filing Separately, the taxpayer must year, and meets the other qualifications in the next column. have lived apart from his or her spouse for the last six months of the year. 4. The taxpayer must be a U.S. citizen, full-year resident alien, or nonresident alien filing Married Filing Jointly. OR 5. The taxpayer cannot file Form 2555 (relating to foreign The taxpayer must have lived apart from his earned income). or her spouse by the end of the year and also be legally separated according to state law 6. The taxpayer's investment income must be \$10,000 or less.

7. The taxpayer must have earned income.

6

EXEMPTION AMOUNTS

Personal and Dependent	\$ 0
Estate Amount*	\$600
Simple Trust *	\$300
Complex Trust *	\$100



* Exemption not allowed in final year.

under a written separation agreement or a

decree of separate maintenance.

FOREIGN EARNED INCOME

2021 Maximum exclusion	\$108,700

GIFT TAX

2021 Exclusion	\$ 15,000
2021 Exclusion for gift to spouse who is not a U.S. citizen	\$159,000

401(K) CONTRIBUTION LIMITS

2021 Maximum deferral	\$19,500
2021 Catch Up Contributions and Elective Deferrals	\$26,000
and Elective Delerrais	\$20,000

LONG-TERM CAPITAL GAINS AND QUALIFYING DIVIDENDS

Single \$ 40,401 - \$445 Single over \$445,851+ Married up to \$ 80,800 Married \$ 80,801 - \$501 Married over \$501,601+ HOH up to \$ 54,100 HOH \$ 54,101 - \$473 HOH over \$473,751+ MFS \$ 40,400 - \$250 MFS \$ 40,401 - \$250 MFS over \$250,801+	20% 0% 3,750 15% 20% 0%
---	-------------------------------------

SAVINGS BOND/HIGHER EDUCATION EXPENSE EXCLUSION

Modified adjusted gross income phaseout range:			
Married Filing Jointly	\$124,800 - \$154,800		
All other filing statuses	\$ 83,200 - \$ 98,200		

LONG-TERM CARE PREMIUMS

Maximum premium (per person):	
Age 40 or under	\$450
Age 41 to 50	\$850
Age 51 to 60	\$1,690
Age 61 to 70	\$4,520
Age 71 or over	\$5,640

ALTERNATIVE MINIMUM TAX

Over \$199,900 of Alternative Minimum Taxable Income 28%

Exemptions:

Married Filing Jointly or Qualifying Widow(er)	\$114,600
Married Filing Separately	
Single or Head of Household	
Trusts and Estates	. ,



Exemption Phaseout:

25% of amount AMTI exceeds:

Filing Status	AMTI Begin Phaseout	AMTI Fully Phased Out
MFJ/Qualifying Widow(er)	\$1,047,200	\$1,505,600
Married Filing Separately	\$ 523,600	\$ 752,800
Single/HOH	\$ 523,600	\$ 818,000
Estates and Trusts	\$ 85,650	\$ 188,450

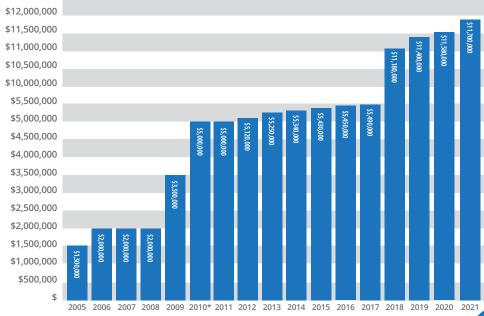
WHERE TO DEDUCT INTEREST EXPENSE

If the taxpayer has	THEN deduct it on	AND for more info go to
Deductible student loan interest	Form 1040/1040-SR, Schedule 1, line 21	Publication 970
Deductible home mortgage interest and points reported on Form 1098	Schedule A (Form 1040/1040-SR), line 8a	Publication 936
Deductible home mortgage interest not reported on Form 1098	Schedule A (Form 1040/1040-SR), line 8b	Publication 936
Deductible points not reported on Form 1098	Schedule A (Form 1040/1040-SR), line 8c	Publication 936
Deductible investment interest (other than interest incurred to produce rents or royalties)	Schedule A (Form 1040/1040-SR), line 9	Publication 550
Deductible business interest (nonfarm)	Schedule C (Form 1040/1040-SR)	Publication 535
Deductible farm business interest	Schedule F (Form 1040/1040-SR)	Publications 225 and 535
Deductible interest incurred to produce rents or royalties	Schedule E (Form 1040/1040-SR)	Publications 527 and 535
Personal interest	Not deductible	

2021 STANDARD MILEAGE RATES

Business mileage	\$0.56 / mile
Charitable mileage	\$0.14 / mile
Medical/Moving mileage	
······································	

FEDERAL ESTATE EXEMPTION



*2010 5,000,000 (or N/A if elected to file 8939)

TAX RATE SCHEDULES Single

TAXABLE INCOME:		TAX:					
		Over	But not over		Тах	+%	On amt over
	\$	0	\$ 9,950		\$.00	10%	\$0
		9,950	40,525		995.00	12%	9,950
		40,525	86,375		4,664.00	22%	40,525
		86,375	164,925		14,751.00	24%	86,375
	1	64,925	209,425		33,603.00	32%	164,925
	2	209,425	523,600		47,843.00	35%	209,425
	4	523,600	-		157,804.25	37%	523,600

TAX RATE SCHEDULES Head of Household

TAXABLE INCOME:			TAX:			
	Over	But not over		Тах	+%	On amt over
	\$ 0	\$ 14,200		\$.00	10%	\$ 0
	14,200	54,200		1,420.00	12%	14,200
	54,200	86,350		6,220.00	22%	54,200
	86,350	164,900		13,293.00	24%	86,350
	164,900	209,400		32,145.00	32%	164,900
	209,400	523,600		46,385.00	35%	209,400
	523,600	-		156,355.00	37%	523,600

TAX RATE SCHEDULES Married Filing Separately

TAX:

TAXABLE INCOME:

Over	But not over	Тах	+%	On amt over
\$0	\$ 9,950	\$.00	10%	\$ 0
9,950	40,525	995.00	12%	9,950
40,525	86,375	4,664.00	22%	40,525
86,375	164,925	14,751.00	24%	86,375
164,925	209,425	33,603.00	32%	164,925
209,425	314,150	47,843.00	35%	209,425
314,150	-	84,496.75	37%	314,150

IRA CONTRIBUTION LIMITS

Regular Contributions 2021 Maximum Contribution	\$6,000
"Catch Up" Contributions for Taxpayers 50 and over	
2021 Catch Up	\$1,000

PHASEOUT OF IRA DEDUCTIONS

Filing Status	AGI Begin Phaseout	AGI Fully Phased Out
Single (or Married Filing Separately and lived apart from spouse for all of 2021)	\$ 66,000 \$ 76,000	
Married Filing Jointly	\$105,000 (\$198,000 if spouse is not covered by a pension plan)	\$125,000 (\$208,000 if spouse is not covered by a pension plan)
Married Filing Separately	\$ O	\$ 10,000
Head of Household	\$ 66,000	\$ 76,000
Qualifying Widow(er)	\$105,000	\$125,000



TAX RATE SCHEDULES Married Filing Jointly or Qualifying Widow(er)

TAXABLE INCOME:		TAX:			
	Over	But not over	Тах	+%	On amt over
\$	0	\$ 19,900	\$.00	10%	\$0
	19,900	81,050	1,990.00	12%	19,900
	81,050	172,750	9,328.00	22%	81,050
	172,750	329,850	29,502.00	24%	172,750
	329,850	418,850	67,206.00	32%	329,850
	418,850	628,300	95,686.00	35%	418,850
	628,300	-	168,993.50	37%	628,300

2021 CORPORATE TAX RATES

The federal corporate income tax rate is 21%.

2021 ESTATE AND TRUST TAX RATES TAX:

TAXABLE INCOME: Over

0

2,650

9,550

13,050

But not over	Тах	+%	On amt over
\$ 2,650	\$.00	10%	\$0
9,550	265.00	24%	2,650
13,050	1,921.00	35%	9,550
-	3,146.00	37%	13,050

Drake e-Training Center Website

Drake's e-Training Center (DrakeETC.com) is a convenient resource for training your office staff on Drake Software topics. Resources include live and recorded webinars, tax courses, practice returns, and video tutorials—CPE is available for certain offerings. Drake ETC also provides tracking tools, allowing individuals and group administrators to monitor their personal and collective progress. Take advantage of Drake ETC today by going to *DrakeETC.com* and creating a free account.

DrakeCPE

DrakeCPE provides online learning for tax professionals. Choose from a variety of continuing education courses in self-study and on-demand formats, including subjects on federal taxes, tax updates, and ethics, as well as the IRS Annual Federal Tax Refresher course. Visit DrakeCPE.com to get started.

Ś