David C. Bryant
Certified Public Accountant

Telephone: (410) 879-3331
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24 E Pennsylvania Ave
Bel Air, MD 21014
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www.davidcbryantcpa.com

2025 TAX SEASON NEWSLETTER

Happy Holidays from the David C. Bryant, CPA team! Enclosed, you will find your 2025 tax packet. As always, the "Individual Interview" has changed, and it is *required each year!* Additionally, we are asking for all documents to be provided to us by March 15th, or we cannot guarantee that your return will be completed by the filing deadline.

Other important notes for this tax season:

- Our satellite office in Aberdeen will now be utilized for document drop-off and pick up only. To aid in this transition, we still have a limited number of appointments available in Aberdeen this tax season.
- Due to ever-changing technology and security needs, as well as numerous tax law changes, our billing rates have slightly increased. The minimum for a standard 1040 tax return (including one state) is now $300. Our advisory and consultation services rate remains unchanged at $250 an hour (prorated). Also, as a reminder, payment is due at the time services are rendered. We are unable to file any tax returns without payment.
- As of September 2025, the IRS has begun to phase out their distribution of paper refund checks and their acceptance of paper payment vouchers/checks. With this change, it may take 6 weeks or longer for refunds to be sent by mail. It is recommended that all clients provide banking information to set up direct deposits for refunds and withdrawals for payment OR create an account via IRS.gov to make direct payments for balances due.
- Itemizing vs. Standard Deduction: Due to the recent tax law changes, you may now be able to take advantage of itemizing! It is a good year to review your out-of-pocket medical expenses and charitable contributions. If you think this may be beneficial for you, please provide us with a ***summary*** of your expenses/contributions.
- If you plan to request an extension, please let us know as soon as possible by emailing taxinfo@davidcbryantcpa.com.

Drop Off & Pick Up Methods

* Upload as a PDF to the online portal. * Drop off in either office. * Mail to our Bel Air office.
We advise that you do NOT email any tax documents for security reasons.

If you would like an in-person appointment, we have a limited number of 1-hour appointments available. Please understand that these appointments are reserved for clients that have questions, complicated tax situations, or are expecting a life change within the next year.

We appreciate your continued support and entrusting us with your tax returns each year! We look forward to seeing you and hope the above information was helpful. As always, if you have any questions, please feel free to reach out.

Sincerely,

David C. Bryant

David C. Bryant

	Main Office	Satellite Office
Address:	24 E Pennsylvania Ave Bel Air, MD 21014	34 N Parke St Aberdeen, MD 21001
Tax Season Hours: *February 2nd through April 15th*	Mon/Tues & Thurs/Fri 8:30 AM to 6 PM Wednesday 8:30 AM to 7:30 PM Saturday 8:30 AM to 2:30 PM	Tues/Thurs 8:30 AM to 6:00 PM Saturday 8:30 AM to 2:30 PM

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DAVID C. BRYANT CERTIFIED PUBLIC ACCOUNTANT

This engagement letter is to confirm your understanding of the terms of our agreement and outline the nature and extent of services we will provide. Based upon the information you furnish, we will prepare your Federal and applicable State income tax returns for 2025. The charges for our services are based on our fee schedule and the complexity of your returns.

We will not audit or verify the data you submit to us, although we may ask you for clarification when necessary. All the information you submit to us must be correct and complete to the best of your knowledge and include all other information necessary for the completion of your tax returns.

Your returns are subject to review by the taxing authorities. In the event of an examination, we will be available upon request to represent you, or to review the results of any examination. Any other requested services on our part require a separate, signed engagement letter with terms of agreement. Billing for these additional services will be at our standard rates.

Please note that any person or entity subject to the jurisdiction of the United States having a financial interest in, or signature or other authority over, bank accounts, securities, or other financial accounts having an aggregate value exceeding $10,000 in a foreign country, shall report such a relationship. In the absence of such information being provided we will presume you do not have any foreign assets or financial interests and will not file any applicable disclosure forms without separate written authorization.

If you and/or your entity have a financial interest in any foreign accounts, you are also responsible for filing Form FinCen 114 required by the U.S. Department of the Treasury on or before April 15th of each tax year. U.S. citizens are required to report worldwide income on their U.S. tax return.

In addition, the Internal Revenue Service requires information reporting if you are an officer, director, or shareholder with respect to certain foreign corporations, foreign-owned U.S. corporation or foreign corporation engaged in a U.S. trade or business, U.S. transferor of property to a foreign corporation and, for taxable years beginning after March 18, 2010, if you hold foreign financial assets with an aggregate value exceeding $50,000.

In connection with this agreement, we may communicate with you via email. As emails can be intercepted and read, disclosed, or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability for interception or unintentional disclosure of emails transmitted by us.

By signing this engagement letter:

- you accept responsibility for informing us if you believe that you fall into one of the above categories,
- you agree to provide us with the information necessary to prepare the appropriate forms (we assume no liability for penalties associated with the failure to file or untimely filing of any of these forms),
- you acknowledge that you have reported all 2025 income you received including barter, crypto-currency, consumer-to-consumer activity, cash-based revenues, and all other income whether received in-person, in-kind, or electronically,
- you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of emails.

It is your responsibility to maintain, in your records, the documentation necessary to support the data used in preparing your tax returns, and the required documents to support charitable contributions for three years from the filing date. We are not responsible for the disallowance of doubtful deductions or inadequately supported documentation, nor for resulting taxes, penalties, and interest.

Notwithstanding anything contained herein, both the accountant and client agree that regardless of where the client is domiciled and regardless of where this engagement letter is physically signed, this agreement shall have been deemed to have been entered into at the accountant's office in Harford County, MD, USA, and shall be the exclusive jurisdiction for resolving disputes related to this agreement. It shall be interpreted and governed in accordance with the Laws of Maryland.

You have the final responsibility for your income tax returns. Please review them carefully before you sign and submit them. If the above is in accordance with your understanding of the terms and conditions of our agreement, please sign and return a copy of this engagement letter.

Agreement Accepted by:

______________________________	______________________________
Client Signature	Client Signature
______________________________	______________________________
Client Printed Name	Client Printed Name

____

Date

Acknowledgment of this signed agreement by:

____

Preparer Signature

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DAVID C. BRYANT CERTIFIED PUBLIC ACCOUNTANT

TAX PREPARATION CHECKLIST FOR NEW CLIENTS

PLEASE BRING ALL OF THE FOLLOWING WITH YOU:

INCOME

______ 1. **SALARY** - ALL COPIES OF W-2 & 1099 FORMS

______ 2. **INTEREST/DIVIDENDS** - 1099 FORMS REPORTING INTEREST RECEIVED, DIVIDENDS RECEIVED, OR CAPITAL GAIN DISTRIBUTIONS

______ 3. **STOCKS, BONDS, MUTUAL FUNDS** - 1099 FORMS REPORTING ALL STOCK SALES, AS WELL AS PURCHASE DATE, COST & FEES - ALSO, ANY 3922 FORMS REPORTING EMPLOYEE STOCK OPTIONS

______ 4. **GOV'T** - 1099 FORMS REPORTING UNEMPLOYMENT COMPENSATION, STATE TAX REFUNDS & SOCIAL SECURITY BENEFITS

______ 5. **RETIREMENT** - 1099 FORMS FOR ALL RETIREMENT FUND TRANSFERS

______ 6. **OWNERSHIP INTEREST IN S-CORPORATIONS, PARTNERSHIPS, LLCS** - K1 FORMS

______ 7. **BUSINESS & RENTAL** - SUMMARIZED SCHEDULE OF REVENUE & EXPENSES, BEGINNING & ENDING BANK STATEMENTS

DEDUCTIONS

______ 1. **HOME & PROPERTY TRANSACTIONS** - SETTLEMENT INFORMATION RELATING TO SALES OR PURCHASES PLUS COST OF ANY IMPROVEMENTS

______ 2. **INTEREST EXPENSES** - 1098 FORMS FOR ALL YEAR-END LENDER LOAN STATEMENTS INCLUDING THOSE REFINANCED OR PAID OFF DURING THE YEAR

______ 3. **REAL ESTATE TAXES PAID** - IF NOT LISTED ON 1098 FORM

______ 4. **IRA CONTRIBUTIONS** - AMOUNTS PAID OR ANTICIPATED TO BE PAID

______ 5. **MEDICAL EXPENSES** - ANY EXPENSES NOT COVERED BY INSURANCE INCLUDING HEALTH INSURANCE PREMIUMS, CO-PAYS, DENTAL OR EYE WORK

______ 6. **CHARITABLE CONTRIBUTIONS** - SCHEDULE OF DONATIONS DETAILING: AMOUNT, ORGANIZATION'S NAME & ADDRESS, DATE CONTRIBUTED, DESCRIPTION OF PROPERTY DONATED

______ 7. **CHILDCARE EXPENSES** - AMOUNT PAID, NAME, ADDRESS, & SOCIAL SECURITY NUMBER/EIN OF ALL CHILDCARE PROVIDERS

______ 8. **STUDENT LOAN INTEREST** - 1098 FORMS DETAILING AMOUNT OF INTEREST PAID

______ 9. **EDUCATION CREDITS** - HIGHER EDUCATION EXPENSES PAID INCLUDING TUITION, BOOKS, ROOM & BOARD FOR TAXPAYERS & DEPENDENTS

David C. Bryant, CPA – New Tax Client Questionnaire

PRIMARY TAXPAYER'S FIRST & LAST NAME: ______________________________

PLEASE PROVIDE COPIES OF THE FOLLOWING:

- **Driver's license of taxpayer & spouse, if applicable (we can copy for you).**
- **Printed OR electronic copy of your prior year federal and state tax return.**
- **Any IRS or state tax correspondence received**

1. **Do you own a business?** ☐ Yes ☐ No
   If YES, please complete the "Business Tax Packet".

2. **Do you own rental property?** ☐ Yes ☐ No
   If YES, please complete the "Rental Property Questionnaire" and include your prior year depreciation schedule – this is NOT always included in your tax return.

3. **Do you own/operate a farm?** ☐ Yes ☐ No

4. **Have you, a spouse, or a dependent claimed education credits in a prior year?** ☐ Yes ☐ No
   If YES, please provide the following information:
   Who claimed the credit? ______________________________
   What credit was claimed? ______________________________
   How many years has the credit been claimed? ______________________________

Please include any filing questions or notes for the preparer below:

DAVID C. BRYANT, CPA - INDIVIDUAL INTERVIEW - 2025 INCOME TAX RETURN

Preferred Contact Name:	**Preferred Contact Phone Number:**
Occupation(s):	**Preferred Contact Email Address:**
Home/Mailing Address:	

If you are a new client, please check this box and complete the additional "New Client" checklist. ☐

- ***Please provide a voided check or write your bank account information below.***

Bank Name: ***Acct. Type:*** ***Routing #:*** ***Account #:***

- ***If the requested bank information above is NOT provided and you receive a refund, it will be sent to you as a check via mail OR if you owe money, payment vouchers will be printed for you to mail a check/money order.***

Yes	No	Question / Response
☐	☐	Did you receive an identity protection PIN (IP PIN) from the IRS for the 2025 tax year? ***If YES, please provide the letter that contains the PIN. *Your 2024 PIN will NOT work.***
☐	☐	Have you received a new state ID/driver's license since filing last year's tax return? ***If YES, please provide.***
☐	☐	Has your filing status changed? ***If YES, please select a box below:*** ☐ Married (Date: ____________) ☐ Divorced (Date: ____________) ☐ Taxpayer Death (Date: ____________) ☐ Spouse Death (Date: ____________)
☐	☐	Is your filing status Head of Household? ***If YES, please visit the [2025 Tax Year] section of our website for the required questionnaire.***
☐	☐	Did you pay or receive alimony? ***If YES, date of divorce:*** ______________
☐	☐	Did you work in a different state than you reside?
☐	☐	Did you move in 2025? ***If YES, please provide the date your address changed:*** ______________
☐	☐	Did you purchase/sell/refinance a house in 2025? ***If YES, please provide your closing disclosure; one for the SALE of your previous home AND one for the PURCHASE of your new home.***
☐	☐	If you have a home equity loan or line of credit, was it used to **buy** or **improve** a 1st or 2nd residence? ***If NO, what was it used for?*** ☐ consolidate debt ☐ buy car/boat ☐ other: ______________
☐	☐	Did you finance the purchase of a new vehicle in 2025? ***If YES, please provide the purchase agreement, a year-end finance statement showing the total interest paid in 2025, and the VIN # ______________.***
☐	☐	Did you receive compensation in the form of tips and/or overtime? ***If YES, please provide statement from employer(s).***
☐	☐	Did you have insurance through the Health Insurance Marketplace and receive a subsidy towards the premium (based on income) at any time in 2025? ***If YES, please provide 1095-A.***
☐	☐	Have you had any debts cancelled or reduced *(as part of a debt negotiation/relief program or bankruptcy)*? ***If YES, we will need a 1099-C.***
☐	☐	➢ Was it part of bankruptcy? ***If YES, we will need the bankruptcy documents***.
☐	☐	Did you contribute to an IRA, *other than through your employer*? ***If YES, complete below:*** **Taxpayer**: ☐ ***Traditional*** *(Amount: __________)* ☐ ***Roth*** *(Amount: __________)* **Spouse**: ☐ ***Traditional*** *(Amount: __________)* ☐ ***Roth*** *(Amount: __________)*
☐	☐	Did you take a distribution from an IRA, 401K, or 403B? ***If YES, mark which, and how many accounts:*** ☐ IRA _____ ☐ 401K _____ ☐ 403B _____
☐	☐	➢ Was any part of this distribution paid *directly* to a charity?
☐	☐	Did you convert an IRA to a Roth IRA or perform a back door Roth IRA? ***If YES, please describe and provide documentation.*** ______________
☐	☐	Did you buy or sell stock?
☐	☐	Did you buy or sell *company* stock in 2025 from an employer that you work or worked for?
☐	☐	Did you contribute to a Health Savings Account outside of your employer *(not an FSA or HRA)*?
☐	☐	Did you receive distributions from a Health Savings Account *(not flex spending)*? ***If YES, was all money used for medical expenses?*** ______________

Yes	No	Question / Response Continued
☐	☐	Do you pay for long-term health care *(not health insurance; only long-term care)*? ***If YES, please provide amount paid for 2025: ______________***
☐	☐	Are you an active member of the Armed Forces or Reservist?
☐	☐	Are you **retired: MILITARY** ____ **POLICE** ____ **FIREFIGHTER** ____? P*lease mark all that apply.*
☐	☐	Do you have a financial interest in or signature authority over any foreign financial accounts?
☐	☐	Did you **BUY** _____ **SELL** _____ **RECEIVE** _____ or **SEND** _____ cryptocurrency in 2025? ***Please mark all that apply and provide us with more information regarding the transactions.***
☐	☐	Did you start a new business during 2025?
☐	☐	Did you purchase rental property during 2025? ***If YES, see the question below.***
☐	☐	Do you own rental property? ***If YES, please visit the 2025 Tax Year section of our website for the required questionnaire.***
☐	☐	Did you sell an existing business, rental, or other property during 2025?
☐	☐	Did you purchase a new or used plug-in electric vehicle in 2025? ***If YES, please provide the buyer's agreement.***
☐	☐	Did you make an energy efficient improvement to your home in 2025? ***If YES, please provide documentation. *Please visit the 2025 Tax Year section of our website for general examples.***
☐	☐	Did you gift anyone $19,000 or more in dollars or property? ***If YES, a gift tax return is needed.***
☐	☐	Was there a change in your dependents? ***If YES, please select a box below:*** ☐ **Add Dependent** Name: ______________ Date of Birth: ___________ SSN: ______________ ☐ **Remove Dependent** Name: ______________ Reason for Removal: ______________
☐	☐	Do you have a dependent that filed their own tax return? ***If YES, please provide a copy.***
☐	☐	Do you have a child, aged 17-23, whom is a student and had lived with you for ***over*** half the year (*whether away at college or not*) **OR** a non-child relative that you supported?
☐	☐	Did you pay childcare costs for a dependent child under age 13 so you could work? ***If YES, please complete the "Childcare Information" section below.***
☐	☐	Did you or your child go to college full time (6 credits) for at least one semester? ***If YES, please provide tuition (1098-T), room, board, supplies, etc. and mark which year of college:*** ☐ ***Freshman*** ☐ ***Sophomore*** ☐ ***Junior*** ☐ ***Senior***
☐	☐	Did you make any contributions to an education savings or 529 plan account? ***If YES, what state? _____***
☐	☐	Were distributions from a 529 plan used to pay for your child's tuition, room, board, etc.? ***If YES, please provide 1099-Q and summary of expenses paid outside of tuition.***
☐	☐	Did you make any estimated tax payments (*not the same as withholding on your W2*)? ***If YES, please complete the section below.***
☐	☐	Would you like estimated tax payment figures? *They will be based on your 2025 tax situation only. They are to pay estimated tax liabilities quarterly, for the* ***current*** *tax year, 2026. These are in* ***addition*** *to any withholdings you may already have via a W-2.*

Estimated Tax Payment Information

Date of Payment	*Amount*	*Paid to: Fed/State/Local*	*Date of Payment*	*Amount*	*Paid to: Fed/State/Local*

Childcare Information

Child's Name	*Provider Name*	*Address*	*EIN*	*Cost*

By signing below, you verify that all data given to David C. Bryant, CPA, may be used in preparation of your 2025 individual income tax returns.

______________________________ ______________________

Signature of Interviewee **Date of Interview**