

# necessary documents

## generally

- ✓ church tax assessment
- ✓ tax assessment previous year
- ✓ advance tax payment

## income

- ✓ unemployment benefit / sick pay / maternity benefit
- ✓ annual income tax certificate
- ✓ Pension notice
- ✓ private retirement provision / capital accumulation benefits

## children

- ✓ training contract
- ✓ own income of children older than 18 years
- ✓ fees Kindergarten, creche

## income related expenses

- ✓ Workwear
- ✓ workspace
- ✓ professional association
- ✓ application costs
- ✓ computer accesories
- ✓ specialist literature
- ✓ training costs
- ✓ travel costs
- ✓ distance home → workplace

## income from capital

- ✓ tax notice

## private sales transactions

- ✓ share sale / property sale etc.

## real estate

- ✓ building costs
- ✓ property tax
- ✓ Purchase contract
- ✓ rental income
- ✓ reserves
- ✓ insurance
- ✓ advertising costs
- ✓ housing benefit
- ✓ interest certificate

## rental apartment / home

- ✓ trademan costs
- ✓ invoice for additional costs

## extraordinary costs

- ✓ training costs
- ✓ funeral costs
- ✓ double housekeeping
- ✓ proof of disability
- ✓ medical costs
- ✓ home help
- ✓ nursing service costs
- ✓ donation
- ✓ tax consulting costs
- ✓ maintenance payments
- ✓ insurance contribution
- ✓ apartment / house