

Master file data for new clients (individual person)

I only collect your personal data for communication purposes with you and to fill in the necessary fields in tax returns. I ask you to provide all information in block letters.

	Tax payer		Husband / wife / Ehegatte/ registered partner <small>(if different from the information provided by the taxpayer)</small>	
Personal data	Add a copy of identification card or passprt (tax payer + husband/wife)			
Name				
First name				
Titel/ degree				
Street, number				
Postal code, city				
birthday				
religion				
Job title				
Family status	Married since:	Widowed since:	Divorced since:	Singled since:
Contact details				
Telephone				
mobil				
fax				
E-Mail				
Bank account:				
Name of the bank				
IBAN				
BIC				
Tax office				
Tax number (can be found in the last tax assessment)				
tax identification number				
Year of the last submitted tax declaration				

children		
child 1	Name, first name	
	Anschrift (sofern abweichend)	
	birthday	
	tax identification number	
Relationship of child: Biological child, foster child, adopted child, step child/ grandchild living in the same household	Relationship of child to tax payer	
	Relationship of child to marriage partner	
	Relationship of child to others	
child 2	Name, first name	
	Anschrift (sofern abweichend)	
	birthday	
	tax identification number	
Relationship of child: Biological child, foster child, adopted child, step child/ grandchild living in the same household	Relationship of child to tax payer	
	Relationship of child to marriage partner	
	Relationship of child to others	
child 3	Name, first name	
	Anschrift (sofern abweichend)	
	birthday	
	tax identification number	
Relationship of child: Biological child, foster child, adopted child, step child/ grandchild living in the same household	Relationship of child to tax payer	
	Relationship of child to marriage partner	
	Relationship of child to others	

The tax return is usually sent by email..