



Filing Basics

Form 1040 - U.S. Individual Tax Return

- Primary form to file an income tax return with the IRS – Form 1040

1040 U.S. Individual Income Tax Return

Department of the Treasury - Internal Revenue Service

2024

OMB No. 1545-0074

IRS Use Only—Do not write or staple in this space.

For the year Jan. 1–Dec. 31, 2024, or other tax year beginning

2024, ending

20

Your first name and middle initial

Last name

See separate instructions

If joint return, spouse's first name and middle initial

Last name

Your social security number

Home address (number and street). If you have a P.O. box, see instructions.

Apt. no.

City, town, or post office. If you have a foreign address, also complete spaces below.

State

ZIP code

Foreign country name

Foreign province/state/country

Foreign postal code

Presidential Election Campaign

Check here if you, or your spouse, are a U.S. citizen or resident \$3

to file this form. Checking a box below will not change

your tax or refund.

You Spouse

Filing Status

Check only

one box.

Single

Married filing jointly (even if only one had income)

Head of household (HOH)

Qualifying surviving spouse (QSS)

Qualifying surviving couple (QSC)

If you checked the MFS box, enter the name of your spouse.

If you checked the HOH or QSS box, enter the child's name if the

qualifying person is a child but not your dependent:

If treating a nonresident alien or dual-status alien as a U.S. resident for the entire tax year, check the box and enter

their name (see instructions and attach statement if required).

Digital Assets

At anytime during 2024, did you: (a) receive a reward, award, or payment for property or services; or (b) sell, exchange, or otherwise dispose of a digital asset (or a financial interest in a digital asset)? (See instructions.)

Yes No

Standard Deduction

Someone can claim: You as a dependent Your spouse as a dependent

Spouse itemizes on a separate return or you were a dual-status alien

Age/Blindness

Were born before January 2, 1960 Am blind

Spouse: Was born before January 2, 1960 Is blind

Dependents

(see instructions): (1) First name Last name

(2) Social security number

(3) Relationship to you

(4) Check the box if qualifies for (see instructions):

Credit for other dependent

If more

than four

dependents,

see instructions

and check here:

Income

(a) Total amount from Form W-2 box 1 (see instructions)

1a
1b
1c
1d
1e
1f
1g
1h

b Household employee wages not reported on Form(s) W-2

1i
1j

c Tip income not reported on line 1a (see instructions)

1k
1l
1m
1n
1o
1p
1q
1r
1s
1t
1u
1v
1w
1x
1y
1z

d Medicaid waiver payments not reported on Form(s) W-2 (see instructions)

2a
2b
2c
2d
2e
2f
2g
2h
2i
2j
2k
2l
2m
2n
2o
2p
2q
2r
2s
2t
2u
2v
2w
2x
2y
2z

e Taxable dependent care benefits from Form 2441, line 26

3a
3b
3c
3d
3e
3f
3g
3h
3i
3j
3k
3l
3m
3n
3o
3p
3q
3r
3s
3t
3u
3v
3w
3x
3y
3z

f Employer-provided adoption benefits from Form 8839, line 29

4a
4b
4c
4d
4e
4f
4g
4h
4i
4j
4k
4l
4m
4n
4o
4p
4q
4r
4s
4t
4u
4v
4w
4x
4y
4z

g Wages from Form 8919, line 6

5a
5b
5c
5d
5e
5f
5g
5h
5i
5j
5k
5l
5m
5n
5o
5p
5q
5r
5s
5t
5u
5v
5w
5x
5y
5z

h Other earned income (see instructions)

6a
6b
6c
6d
6e
6f
6g
6h
6i
6j
6k
6l
6m
6n
6o
6p
6q
6r
6s
6t
6u
6v
6w
6x
6y
6z

i Nontaxable combat pay (see instructions)

7a
7b
7c
7d
7e
7f
7g
7h
7i
7j
7k
7l
7m
7n
7o
7p
7q
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7s
7t
7u
7v
7w
7x
7y
7z

j Add lines 1a through 1h

8a
8b
8c
8d
8e
8f
8g
8h
8i
8j
8k
8l
8m
8n
8o
8p
8q
8r
8s
8t
8u
8v
8w
8x
8y
8z

k Tax-exempt interest

9a
9b
9c
9d
9e
9f
9g
9h
9i
9j
9k
9l
9m
9n
9o
9p
9q
9r
9s
9t
9u
9v
9w
9x
9y
9z

l Qualified dividends

10a
10b
10c
10d
10e
10f
10g
10h
10i
10j
10k
10l
10m
10n
10o
10p
10q
10r
10s
10t
10u
10v
10w
10x
10y
10z

m IRA distributions

11a
11b
11c
11d
11e
11f
11g
11h
11i
11j
11k
11l
11m
11n
11o
11p
11q
11r
11s
11t
11u
11v
11w
11x
11y
11z

n Pension and annuities

12a
12b
12c
12d
12e
12f
12g
12h
12i
12j
12k
12l
12m
12n
12o
12p
12q
12r
12s
12t
12u
12v
12w
12x
12y
12z

o State and local tax deduction (see instructions)

13a
13b
13c
13d
13e
13f
13g
13h
13i
13j
13k
13l
13m
13n
13o
13p
13q
13r
13s
13t
13u
13v
13w
13x
13y
13z

p Capital gain or loss (see instructions)

14a
14b
14c
14d
14e
14f
14g
14h
14i
14j
14k
14l
14m
14n
14o
14p
14q
14r
14s
14t
14u
14v
14w
14x
14y
14z

q Additional income from Schedule 1, line 10

15a
15b
15c
15d
15e
15f
15g
15h
15i
15j
15k
15l
15m
15n
15o
15p
15q
15r
15s
15t
15u
15v
15w
15x
15y
15z

r Adjustment to income from Schedule 1, line 26

16a
16b
16c
16d
16e
16f
16g
16h
16i
16j
16k
16l
16m
16n
16o
16p
16q
16r
16s
16t
16u
16v
16w
16x
16y
16z

s Subtract line 10 from line 9. This is your **adjusted gross income**

17a
17b
17c
17d
17e
17f
17g
17h
17i
17j
17k
17l
17m
17n
17o
17p
17q
17r
17s
17t
17u
17v
17w
17x
17y
17z

t Standard deduction or itemized deductions (from Schedule A)

18a
18b
18c
18d
18e
18f
18g
18h
18i
18j
18k
18l
18m
18n
18o
18p
18q
18r
18s
18t
18u
18v
18w
18x
18y
18z

u Qualified business income deduction from Form 8995 or Form 8995-A

19a
19b
19c
19d
19e
19f
19g
19h
19i
19j
19k
19l
19m
19n
19o
19p
19q
19r
19s
19t
19u
19v
19w
19x
19y
19z

v Add lines 12 and 13

20a
20b
20c
20d
20e
20f
20g
20h
20i
20j
20k
20l
20m
20n
20o
20p
20q
20r
20s
20t
20u
20v
20w
20x
20y
20z

w Subtract line 14 from line 11. If zero or less, enter -0-. This is your **taxable income**

21a
21b
21c
21d
21e
21f
21g
21h
21i
21j
21k
21l
21m
21n
21o
21p
21q
21r
21s
21t
21u
21v
21w
21x
21y
21z

For Disclosure, Privacy Act, and Paperwork Reduction Act notice, see separate instructions.

Cat. No. 11320B

Form 1040 (2024)

Form 1040 (2024)				
Tax and Credits				
16	Tax (see instructions). Check if any from Form(s): 1 <input type="checkbox"/> 8814 2 <input type="checkbox"/> 4972 3 <input type="checkbox"/>			
17	Amount from Schedule 2, line 3			
18	Add lines 16 and 17.			
19	Child tax credit or credit for other dependents from Schedule 8812			
20	Amount from Schedule 3, line 8			
21	Add lines 19 and 20.			
22	Subtract line 21 from line 18. If zero or less, enter -0.			
23	Credit for self-employment tax from Schedule 2, line 21			
24	Add lines 22 and 23. This is your total tax .			
Payments				
25	Federal income tax withheld from:			
a	Form(s) W-2			
b	Form(s) 1099			
c	Other forms (see instructions)			
d	Add lines 25a through 25c.			
26	2024 estimated tax payments and amount applied from 2023 return			
27	Earlier income credit (EC).			
28	Additional child tax credit from Schedule 8812			
29	American opportunity credit from Form 8863, line 8.			
30	For details on how to pay, go to www.irs.gov/payments or see instructions.			
31	Amount from Schedule 3, line 15			
32	Add lines 27, 28, 29, and 31. These are your total other payments and refundable credits			
33	Add lines 25a, 26, and 32. These are your total payments			
Refund				
34	If line 33 is more than 24, subtract line 24 from line 33. This is the amount you overpaid			
35a	Amount of line 34 you want refunded to you . If Form 8888 is attached, check here			
35b	c Type: <input type="checkbox"/> Checking <input type="checkbox"/> Savings			
Direct deposit? See instructions.				
36	Amount of line 34 you want applied to your 2025 estimated tax			
Amount You Owe				
37	Subtract line 33 from line 24. This is the amount you owe . For details on how to pay, go to www.irs.gov/payments or see instructions.			
38 Estimated tax penalty (see instructions)				
Third Party Designee Do you want to allow another person to discuss this return with the IRS? See instructions. Designee's name _____ Phone _____ Designee's name _____ Phone _____				
Sign Here Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge. Your signature _____ Date _____ Your occupation _____ Spouse's signature. If a joint return, both must sign. Date _____ Spouse's occupation _____ Phone no. _____ Email address _____				
Paid Preparer Use Only Preparer's name _____ Date _____ PTIN _____ Check it: <input type="checkbox"/> Self-employed Firm's name _____ Phone no. Firm's address _____ Firm's EIN _____				
Go to www.irs.gov/Form1040 for instructions and the latest information.				

Form 1040 Schedules

- Schedules provide in depth information that is not shown on Form 1040.
- These schedules are automatically done by TaxSlayer.

Schedule 1	Additional Income and Adjustments to Income
Schedule 2	Additional Taxes
Schedule 3	Additional Credits and Payments
Schedule A	Itemized Deductions
Schedule B	Interest and Dividends
Schedule C	Self-Employment Income

Filing Returns

- Who **Must** File:
 - For individuals in general, whether they must file depends on three factors – gross income, filing status, and age
 - The federal filing requirement is based on gross income compared to the standard deduction.
 - Special rules apply for dependents, along with other situations
- Who **Should** File:
 - Some clients should file to recover withholding or collect refundable credits, even if they are not required to file by the gross income guidelines.
 - If eligible for Michigan credits even if no refund or tax due for federal or state

Who Must File

If your filing status is...	AND at the end of 2025 you were... ¹	THEN file a return if your gross income was at least... ²
Single	under 65	\$15,000
	65 or older	\$17,000
Married filing jointly ³	under 65 (both spouses)	\$30,000
	65 or older (one spouse)	\$31,600
	65 or older (both spouses)	\$33,200
Married filing separately (see the Instructions for Form 1040)	any age	\$5
Head of household (see the Instructions for Form 1040)	under 65	\$22,500
	65 or older	\$24,500
Qualifying Surviving Spouse (see the Instructions for Form 1040)	under 65	\$30,000
	65 or older	\$31,600

Examples of Taxable Income:

- Wages
- Alimony
- Disability Benefits
- IRA Distributions
- Annuities
- Business Income/Self-Employment
- Cash Income
- Pensions
- Unemployment Compensation
- Nonemployee Compensation
- Canceled Debts
- Dividends
- Gambling Winnings
- Interest
- Jury Duty Fees
- Railroad Retirement- Tier I, Tier II
- Royalties
- Social Security Benefits
- Taxable Scholarship and Grants
- Tips and Gratuities
- Refund of State and Local Income Tax
- Supplemental Unemployment Benefits
- Rents

Filing Requirements Based on Gross Income

(Pub 4012: Page A-3)

Chart A – For Most People Who Must File



If you may be claimed as a dependent by another taxpayer, you must file as a dependent whether you are being claimed or not. See Chart B.

If your filing status is...	AND at the end of 2025 you were... ¹	THEN file a return if your gross income was at least... ²
Single	under 65	\$15,000
	65 or older	\$17,000
Married filing jointly ³	under 65 (both spouses)	\$30,000
	65 or older (one spouse)	\$31,600
	65 or older (both spouses)	\$33,200
Married filing separately (see the Instructions for Form 1040)	any age	\$5
Head of household (see the Instructions for Form 1040)	under 65	\$22,500
	65 or older	\$24,500
Qualifying Surviving Spouse (see the Instructions for Form 1040)	under 65	\$30,000
	65 or older	\$31,600

Filing Requirements for Children and Other Dependents

Chart B - For Children and Other Dependents

(Pub 4012: Page A-4)

See Pub 4012 for what is included in earned income and in unearned income

Single Dependents	
Either 65 or over or blind	<p>You must file a return if any of the following apply.</p> <ol style="list-style-type: none">1. Your unearned income was over \$3,250 (\$5,200 if 65 or older and blind).2. Your earned income was over \$16,550 (\$18,500 if 65 or older and blind).3. Your gross income was more than the larger of —<ol style="list-style-type: none">a. \$3,250 (\$5,200 if 65 or older and blind) orb. Your earned income (up to \$14,150) plus \$2,400 (\$4,350 if 65 or older and blind).
Under 65 and not blind	<p>You must file a return if any of the following apply.</p> <ol style="list-style-type: none">1. Your unearned income was over \$1,300.2. Your earned income was over \$14,600.3. Your gross income was more than the larger of —<ol style="list-style-type: none">a. \$1,300, orb. Your earned income (up to \$14,150) plus \$450.

Filing Requirements for Children and Other Dependents

Chart B - For Children and Other Dependents

(Pub 4012: Page A-4)

Married Dependents	
Either age 65 or older or blind	<p>You must file a return if any of the following apply.</p> <ol style="list-style-type: none">1. Your unearned income was over \$2,850 (\$4,400 if 65 or older and blind).2. Your earned income was over \$16,150 (\$17,700 if 65 or older and blind).3. Your gross income was at least \$5 and your spouse files a separate return and itemizes deductions.4. Your gross income was more than the larger of —<ol style="list-style-type: none">a. \$2,850 (\$4,400 if 65 or older and blind), orb. Your earned income (up to \$14,150) plus \$2,000 (\$3,550 if 65 or older and blind).
Under age 65 and not blind	<p>You must file a return if any of the following apply.</p> <ol style="list-style-type: none">1. Your unearned income was over \$1,300.2. Your earned income was over \$14,600.3. Your gross income was at least \$5 and your spouse files a separate return and itemizes deductions.4. Your gross income was more than the larger of —<ol style="list-style-type: none">a. \$1,300, orb. Your earned income (up to \$14,150) plus \$450.

Kiddie Tax

- Children under age 18 and certain older children **who are required to file a tax return and have unearned income over \$2,700** must file *Form 8615, Tax for Certain Children Who Have Unearned Income (Kiddie Tax)*.
- For this purpose, “unearned income” includes all taxable income other than earned income, such as taxable interest, ordinary dividends, capital gains, rents, royalties, etc.
 - It also includes taxable social security benefits, pension and annuity income, taxable scholarship and fellowship grants not reported on Form W-2, unemployment compensation, alimony, and income received as the beneficiary of a trust.
- Form 8615 is in scope for Native Americans receiving per capita payments and Alaska residents receiving permanent fund dividends.
- For all other purposes, Form 8615 remains Out of Scope.

Kiddie Tax (cont.)

- Note the difference on how taxable scholarships are treated as earned income or unearned income for different purposes:
 - For the purpose of determining if a dependent must file a tax return (Chart B) and for calculating the standard deduction for dependents, taxable scholarships and fellowship grants are considered as earned income
 - For the purpose of calculating kiddie tax, taxable scholarships and fellowship grants not reported on Form W-2 are considered to be unearned income
 - Students who opt to include scholarships in income that exceed the unearned income ceiling amount may be subject to the Kiddie Tax, in which case the return is out of scope. (See Maximizing the Education Credit later in this presentation.)
- If a child's unearned income exceeds the limit for kiddie tax (\$2,700) and they are required to file a tax return, see page H-5 in Pub 4012 to determine if Form 8615 needs to be completed to figure the child's tax.

Chart C - Other Situations When You Must File (Pub 4012, pages A-5 – A-6)

- You owe any special taxes, including any of the following:
 - Alternative Minimum Tax (Out of Scope)
 - Additional tax on a qualified plan, including an individual retirement arrangement (IRA), or other tax-favored account. But if you file a return only because you owe this tax, you can file Form 5329 by itself.
 - Social security and Medicare tax on tips you did not report to your employer or on wages you received from an employer who did not withhold these taxes.
 - Recapture of first-time homebuyer credit. See instructions for Form 1040, Schedule 2.
- You (or your spouse, if filing jointly) received HSA distributions (in scope), Archer MSA distributions (Out of Scope), or Medicare Advantage MSA distributions (Out of Scope).
- You had net earnings from self-employment of at least \$400.
- Advance payments of the premium tax credit were made for you, your spouse, or a dependent who enrolled in coverage through the Marketplace. You or whoever enrolled you should have received Form(s) 1095-A showing the amount of the advance payments.
- See Pub 4012, pages A-5 – A-6, for the full list of other situations when you must file.

Chart D – Who Should File (Pub 4012, page A-6)

Even if a taxpayer is not required to file a federal income tax return, they should file if any of the following situations below apply:

- You had income tax withheld from your pay, pension, Social Security or other income.
- You made estimated tax payments for the year or had any of your overpayment from last year's tax return applied to this year's taxes.
- You qualify for the earned income credit, the additional child tax credit, a refundable American Opportunity Credit, and/or the Premium Tax Credit.
- You receive a 1099-B, Proceeds from Broker and Barter Exchange Transactions, and the gross proceeds plus other income exceeds the filing limits in Chart A.
- You receive Form 1099-S, Proceeds From Real Estate Transactions.
- You are required to file a state return.
- You want to file a return to prevent tax identity theft, to claim a state credit, or for other assistance.
- Form 4136, Credit for Federal Tax Paid on Fuels (Out of Scope)
- Form 8801, Credit for Prior Year Minimum Tax - Individuals, Estates, nad Trusts (Out of Scope)
- See Pub 4012, page A-6, for other situations when a taxpayer should file.

Filing for Decedents

If you are assisting someone who is filing a return for a decedent (deceased individual):

- Be aware that volunteers need to take steps to protect a taxpayer's identity and avoid possible identity theft.
- Ask to see the surviving spouse's identification or a copy of the death certificate.
- A personal representative may be filing the return for the deceased taxpayer. Verify the identity of the person who is filing for the decedent and ask if they have court documents or other documentation authorizing them to file the tax return.
- Representatives or surviving spouses who do not have the necessary documentation with them should be advised to return once they have the information. If they cannot provide the information, refer them to a professional tax preparer.
- If you have this situation come up, get your site coordinator involved.