

|   |  |   |  |
|---|--|---|--|
| <b>Client Name</b>  |  |   |  |
| <b>Has Tax Services prepared a tax return for you under a different name?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  |  | <b>If so, what name(s):</b>   |  |
| <b>Advisor Name</b>   |  |   |  |
| <b>Contact Information</b>  |  |   |  |
| <b>DO NOT call me – contact my advisor if you have any questions</b> <input type="checkbox"/>   |  |   |  |
| <b>Preferred method</b>   |  |   |  |
| <b>Email address</b> <input type="checkbox"/>   |  | <b>NOTE: Check your email (including SPAM/JUNK folders) often during the preparation of your tax returns.</b> |  |
| <b>Phone number(s)</b> <input type="checkbox"/>   |  |   |  |
| <b>May we copy your advisor on any email correspondence?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No   |  |   |  |
| <b>Mailing Information</b>  |  |   |  |
| <b>When your tax returns are complete, where do you want them mailed?</b><br><b>SELECT ONE:</b><br>If blank, default = Sender   |  | <input type="checkbox"/> <b>To my Advisor's Office</b>  |  |
|   |  | <input type="checkbox"/> <b>To my Home (the address on page 6 of this CTO)</b>                                |  |
|   |  | <input type="checkbox"/> <b>To An Alternate Address:</b>  |  |
| <b>Mailing Method SELECT ONE:</b><br>If blank, default = U.S. Mail  |  | <input type="checkbox"/> Regular U.S. Mail<br><b>(no charge)</b>  | <input type="checkbox"/> Certified U.S. Mail, signature required<br><b>(\$15)</b>      |
|   |  | <input type="checkbox"/> FedEx standard overnight<br><b>(\$20)</b>  | <input type="checkbox"/> FedEx standard overnight, signature required<br><b>(\$20)</b> |
| <b>NOTE: if you select "signature required" and are not home to sign for the package, there will be a delay in the delivery.</b>  |  |   |  |
| <b>NOTE: Be sure to notify Tax Services if you will be moving, going on vacation, or deploying prior to receiving your completed return(s).</b>   |  |   |  |
| <b>When your return is complete, what format would you like to receive for your records?</b><br><input type="checkbox"/> <b>Bound paper copy</b> <input type="checkbox"/> <b>CD</b> <small>If blank, default = CD</small> |  |   |  |

You can return the completed organizer and associated tax documents to your **First Command Advisor**, scan and e-mail it to [taxservices@firstcommand.com](mailto:taxservices@firstcommand.com), fax it to 877-272-2106 or 817-569-2185, or you may also mail them directly to Tax Services at:

**First Command Tax Services  
1 FirstComm Plaza  
Fort Worth, TX 76109-4999**

**Please retain a copy of the completed CTO for your records.**

**Questions:**

- **Tax questions** – the administrative staff of Tax Services (those who answer the phones) are not qualified to answer tax questions. You can reach one of our CPA's at [taxservices@firstcommand.com](mailto:taxservices@firstcommand.com) and they will generally respond to the e-mail the same day, unless significant research is required. During tax season, general questions are answered as time allows during the review of tax returns.
- **General CTO preparation questions** – call 877-356-0399 option 5.

**BE SURE TO INCLUDE:**

- This Tax Organizer completed in its entirety, along with any Supplemental Pages required (see page 11).
- 2009 Engagement letter – tax returns will not be started until a signed copy is received.
- REQUIRED for NEW TAX SERVICES CLIENTS** - A complete copy of your 2008 federal and state tax return(s). Include schedules, worksheets and supplemental pages.
- Voided check (**not a deposit slip**) from bank account if direct deposit of refund is requested (Please staple to page 7).
- Any tax notices/corrections you have received from the IRS or state agency, or any other items you have questions about.
- Year-end brokerage statements showing transactions for mutual fund shares, stocks, bonds, and other investment accounts.
- Copies of real estate tax bills and other information relating to real property holdings.
- Copies of closing statements regarding the sale, purchase or refinance of real property.
- Copies of all forms received from list below. Note: for each form number, write in quantity of each form you are providing.

**TO ENSURE THE MOST TIMELY & ACCURATE COMPLETION OF YOUR RETURN,  
WE REQUEST THE FOLLOWING:**

- **DO NOT SEND ORIGINAL DOCUMENTS – copies only.**
- **Ensure photocopies are dark enough to read and be photocopied again.**
- **Do not staple or paperclip documents.**
- **Ensure that all documents pertain to the 2009 tax year.**
- **Do not use pencil.**
- **Do not send double-sided copies.**
- **Do not use post-it notes or flags.**
- **Do not write on the back of the organizer pages.**

**Write the quantity of each tax form you are including in the spaces provided  
DO NOT COUNT DUPLICATE COPIES OF THE SAME FORM**

**NOTE:** Combined 1099's from First Command for Select Investor and Core Plan (Asset Management Solution) clients may not be mailed to clients until mid-March, 2010. **DO NOT WAIT** to receive these documents before sending your information to Tax Services. Please submit your completed information without the AMS 1099's **before March 5, 2010 to receive the Early Bird Discount.** **Tax Services will request the forms from the FCB Trust department as soon as they are available.**

| Form Number   | # of forms included | Form Number                                   | # of forms included |
|---|---------------------|---|---------------------|
| Forms W-2 (Wages, salaries, tips, and other comp.)            |                     | Forms SSA-1099 (Social security benefits)     |                     |
| Forms W-2G (Gambling or lottery winnings)                     |                     | Forms RRB-1099 (Railroad retirement)          |                     |
| Forms 1099-DIV (Dividend income)                              |                     | Forms 5498 (IRA contribution information)     |                     |
| Forms 1099-INT/OID (Interest income)                          |                     | Sched K-1 (Partnership, S-Corp, trust income) |                     |
| Forms 1099-B (Sales of stock) – see <b>Note</b> above         |                     | Form 4868 (Extension of time to file)         |                     |
| Forms 1099-C (Cancellation of Debt)                           |                     | HUD-1 (Settlement for sale/purchase of home)  |                     |
| Forms 1099-A (Acquisition or Abandonment of Secured Property) |                     | Other form (specify):                         |                     |
| Forms 1099-MISC (Miscellaneous Income)                        |                     | Other form (specify):                         |                     |
| Forms 1099-S (Sales of real property/home)                    |                     | Other form (specify):                         |                     |
| Forms 1099-R (Dist. from pensions, annuities)                 |                     | Other form (specify):                         |                     |
| Forms 1099-G (Unemployment/state refunds)                     |                     | Other form (specify):                         |                     |
| Forms 1099-Q (Qualified education programs)                   |                     | Other form (specify):                         |                     |
| Forms 1099-SA (Distributions from an HSA)                     |                     | Taxable Scholarships & Fellowships            | \$                  |
| Forms 1098 (Mortgage interest)                                |                     | Jury Duty Pay                                 | \$                  |
| Forms 1098-C (Contributions for motor vehicles)               |                     | Household employee income not on W-2          | \$                  |
| Forms 1098-E (Student loan interest)                          |                     | Excess Minister's Allowance                   | \$                  |
| Forms 1098-T (Tuition statement)                              |                     | Alaska permanent fund dividends               | \$                  |

Other Forms/Documents provided:

**To prevent delays in preparing your tax return, COUNT your forms before mailing your package.**

# 2009 TAX RETURN PRICING

Discounts on next page

| Federal Forms and Schedules   |                    | State Tax Returns   |   |
|---|--------------------|---|---|
| Form 1040 –Long Form, includes e-file form(s)   | \$170              | State Individual Income Tax Return, Qty 1   | \$120   |
| Form 1040-A –Short Form, includes Sch. 1,2,3  | \$100              | State Individual Income Tax Return, Qty 2   | \$100   |
| Form 1040-EZ – Individual EZ Form   | \$60               | State Individual Income Tax Return, Qty 3   | \$90  |
| Qualified Dependent Children's federal forms and schedules  | 50% of adult price | Qualified Dependent Children's State Return   | 50% of adult price  |
| Form 1040X (if Tax Services prepared the original return)   | \$170              | Amended State Tax Return (if Tax Services prepared the original return)   | \$120   |
| Form 1040X (if original return not prepared by Tax Services)  | \$300              | Amended State Tax Return (if original return not prepared by Tax Services)  | \$200   |
| Schedule C – Profit or Loss from Business   | \$170              | State Income Tax Return for Rental Property Only  | \$60  |
| Schedule A – Itemized Deductions  | \$90               | City, County, RITA, Township, School District, Personal Property or Franchise Tax Return  | \$60  |
| Schedule D and D-1 – Capital Gains & Losses:<br>1 through 50 line items - \$10 ea/up to \$200<br>51 through 100 line items - \$300 flat fee<br>101 through 150 line items - \$350 flat fee<br>Each additional increment of up to 50 line items - \$50   |                    | <b>Cost Basis Information &amp; Pricing</b>   |   |
| Schedule E - K1 or Royalty<br>Schedule E - Rental Property, per property<br>Schedule F – Profit or Loss from Farming<br>Form 2210 – Underpayment of Estimated Tax<br>Form 2210 – Underpayment of Est.Tax, <b>Annualized</b><br>Form 2555 – Foreign Earned Income Exclusion<br>Form 3115 – Application for Change in Acct. Method<br>Form 4562 – Depreciation and Amortization, per item<br>Form 4835 – Farm Rental Income & Expenses<br>Form 8606 – Nondeductible IRA Expenses<br>Form 8880 – Retirement Savings Credit<br>Home Sale Worksheet<br>VA Disability Retirement Calculation  |                    | If you traded/sold any stocks; cashed in mutual funds or transferred mutual funds/stocks – you may receive a Form 1099B. Form 1099B lists the selling price of your transaction and is considered fully taxable unless you offset (subtract from this amount) with the purchase price or cumulative purchase price (cost basis). The resulting amount is your capital gain or capital loss, which is reported on Schedule D. Without your cost basis amount, the IRS will consider the selling price amount fully taxable and taxes will be due on this amount. |   |
| Form 2210 – Underpayment of Est.Tax, <b>Annualized</b><br>Form 2555 – Foreign Earned Income Exclusion<br>Form 3115 – Application for Change in Acct. Method<br>Form 4562 – Depreciation and Amortization, per item<br>Form 4835 – Farm Rental Income & Expenses<br>Form 8606 – Nondeductible IRA Expenses<br>Form 8880 – Retirement Savings Credit<br>Home Sale Worksheet<br>VA Disability Retirement Calculation   |                    | Cost Basis calculation services, per account (Average Cost method only) e.g. account opened in 1995 = \$140 CB calc. fee (\$200 max, and already includes cost of statements for which First Command is the broker/dealer).   | \$10 per year from date of inception                      |
| Form 1040-ES and 1040-V – Payment vouchers<br>Form 8879 - E-file Authorization form   |                    | <b>Other Tax Returns</b>  |   |
| All Other Federal Forms & Schedules   |                    | \$85  | <b>Call for estimate</b>                                  |
| <b>Additional Charges – please read carefully. Discounts DO NOT apply to Additional Charges</b>   |                    |   |   |
| Mailing charges   |                    | Refer to CTO cover page   |   |
| Accounting fees - data entry, research, representation; Traditional IRA basis calculation; special worksheet calculations; "shoe box" returns   |                    |   | \$200 per hour  |
| Conversion charge – convert any foreign currency to USD (if required for preparation of tax return)   |                    |   | \$150 flat fee  |
| Tax returns are prepared based solely on information provided in the Client Tax Organizers and via the tax documents you submit. Tax Services will not review prior year tax returns to find possible omissions in current tax information provided by the client. It is your responsibility to ensure that all information necessary to prepare your tax return is included in your tax package.<br>Should a tax return require revision after completion through no fault of Tax Services, revision fees will apply as indicated below. Any tax return requiring revision due to a legitimate preparation error will be revised at no charge. |                    |   |   |
| Revision fee for federal tax return   |                    |   | 20% of undiscounted total of federal forms & schedules    |
| Revision fee for state or other (City, County, Local, or School District ) tax return   |                    |   | 20% of undiscounted preparation fee                       |
| NFR fee – if a federal, state, or qualified dependent return is requested, but preparation determines that the client does not have a filing requirement, a "no filing requirement" fee will be charged. <i>This fee is based upon time spent determining the filing requirement and will be determined by a CPA.</i>   |                    |   | \$50 per return   |
| <b>Return policy</b> – if a client returns or declines the completed tax return for any reason, Tax Services will refund their final tax preparation fees <b>less \$200</b> . This applies to tax returns that have been completed, but not yet shipped to the advisor or client. For returns that have already been shipped to the client or advisor, Tax Services will refund the preparation fees less \$200, <b>after the client returns all copies of the tax returns to Tax Services, along with a copy of their new tax return prepared by an alternate tax preparer (no exceptions).</b>  |                    |   | \$200 flat refund fee (not to exceed final invoice total) |

## 2009 TAX RETURN DISCOUNTS

These discounts apply to all federal and state forms and schedules, as well as statement and cost basis services performed in conjunction with tax preparation. As there are restrictions as to which discounts can be combined and which cannot, please review the information carefully. Clients can receive applicable discounts from both Tiers, as indicated below.

### Tier One Discounts – clients can only receive 1 (one) Tier One Discount

|                  |     |   |
|------------------|-----|---|
| Early Bird (EB)  | 10% | The clients' tax information must be received at Tax Services (not the advisors office) by March 5, 2010. |
| Combat Zone (CZ) | 10% | This discount is for clients who served in a <i>qualified</i> combat zone during the 2009 tax year.       |

### Tier Two Discounts – clients can only receive 1 (one) Tier Two Discount

|  |     |  |
|--|-----|--|
| Professional Services/Tailored Professional Services Client (PS) | 30% | Professional Services/Tailored Professional clients will receive our largest single discount.  |
| Loyalty (RET)  | 20% | This discount is for returning Tax Services tax preparation clients who are not also Professional Services/Tailored Professional Services. |
| Select Investor/Core Plan Clients (SIP)                          | 20% | This discount is for current Select Investor/Core Plan clients who are not also Professional Services/Tailored Professional Services.      |

**Sample of Discount Calculation** - In this example, if client qualifies for the Early Bird (EB) discount and the Professional Services/Tailored Professional Services (PS) discount, if you add them all together, they total 40%, but Tax Services does not subtract the discount this way. Instead, subsequent discounts are based on the net fee remaining following application of the previous discount. **We calculate the discounts as follows:**

|   |              |
|---|--------------|
| <b>Subtotal of all Forms and Schedules</b> .....                  | <b>\$500</b> |
| Less 10% Early Bird (EB) discount.....                            | - \$50       |
| <b>Recalculate the subtotal</b> .....                             | <b>\$450</b> |
| Less 30% Professional Services (PS) discount (30% of \$450) ..... | - \$135      |
| <b>Final tax preparation invoice total</b> .....                  | <b>\$315</b> |

It is important to note that although the applicable discounts initially add up to 40%, the actual total discount is 37%.

### PAYMENT OPTIONS OF TAX PREPARATION FEES

|   |   |
|---|---|
| <input type="checkbox"/> <b>I want to pay my tax preparation fees by credit card:</b><br>Credit Card information: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express      Expires (mm/yy) _____<br>Account # _____      Name Shown on Card _____ |   |
| <input type="checkbox"/> I want to pay my tax preparation fees by debit from my <b>First Command Bank</b> account:<br>Routing Transit Number <b>111993695</b> Account # _____      Name on Account _____  |   |
| <input type="checkbox"/> <b>Returning Tax Services clients only – Bill me!</b>  | <b>Please note: we do not accept Discover Card.</b> |

**NOTE:** Combined 1099's from First Command for Select Investor and Core Plan (Asset Management Solution) clients may not be mailed to clients until mid-March, 2010. **DO NOT WAIT** to receive these documents before sending your information to Tax Services. Please submit your completed information without the AMS 1099's **before March 5, 2010 to receive the Early Bird Discount.** **Tax Services will request the forms from the FCB Trust department as soon as they are available.**

**STATE TAX RETURN PREPARATION**

Alaska, Florida, Nevada, South Dakota, Texas, Washington and Wyoming **do not** have Individual Income Tax.

|                                       |   |  |
|---------------------------------------|---|--|
| Did you file a state return for 2008? | <input type="checkbox"/> Yes <input type="checkbox"/> No                              | If <b>yes</b> , enter state(s):<br>If <b>yes</b> , enter amount(s) paid: \$       \$       \$       \$ |
| Did you have a payment due?           | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |  |

If you filed a state return in 2008 to report rental property activity only, enter state(s):

|   |                          |                |                |                |                |                |
|---|--------------------------|----------------|----------------|----------------|----------------|----------------|
| What state returns do you want First Command Tax Services to prepare? | <b>NONE</b>              | <b>State 1</b> | <b>State 2</b> | <b>State 3</b> | <b>State 4</b> | <b>State 5</b> |
|   | <input type="checkbox"/> |                |                |                |                |                |

**PLEASE SELECT ONE:**

|   |                          |
|---|--------------------------|
| If First Command Tax Services determines that I/we have a state filing requirement, I authorize Tax Services to prepare the necessary state tax return(s) and add the applicable fees to my final invoice.  | <input type="checkbox"/> |
| If First Command Tax Services determines that I/we have a state filing requirement, I would like to be contacted prior to the preparation of any state tax return(s) to review what return(s) are needed. <b>I understand that this may delay the preparation of my tax return.</b> | <input type="checkbox"/> |
| I do not want First Command Tax Services to determine my state filing requirements. <b>I understand that the state tax return(s) are my responsibility.</b>   | <input type="checkbox"/> |

**FOR RENTAL RETURNS ONLY:**

|   |  |
|---|--|
| If I operate a rental property in a state(s) with state income tax, I authorize First Command Tax Services to prepare the state tax return(s) to report only the rental activity. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|--|

**RESIDENCY INFORMATION**

**NOTE:** Generally, your state of residence is where you lived before entering the military unless you have formally changed it (*Form DD2058*).

**\* NEW – Military Spouses Residency Relief Act \***

Active duty military members and their spouses do not lose or acquire a domicile for the purpose of taxation by reason of residing in a state in order to be in compliance with military orders.

Due to the fact that this is a recent (*enacted Nov. 11, 2009*) change in the law, further research and guidance is required.

We may need to contact you for additional information specific to your situation.

| Check the appropriate box if:                   | Taxpayer                 | Spouse                   | State(s)                 | For Part year resident | Taxpayer | Spouse |
|---|--------------------------|--------------------------|--------------------------|------------------------|----------|--------|
|   | Full year resident       | <input type="checkbox"/> | <input type="checkbox"/> |                        |          |        |
| Part year resident                              | <input type="checkbox"/> | <input type="checkbox"/> |                          | Date of exit:          |          |        |
| Nonresident                                     | <input type="checkbox"/> | <input type="checkbox"/> |                          |                        |          |        |
| Enter your state of residence (domicile): ..... |                          |                          |                          |                        |          |        |
| Residence locality: .....                       |                          |                          |                          |                        |          |        |
| County: .....                                   |                          |                          |                          |                        |          |        |
| School district and number: .....               |                          |                          |                          |                        |          |        |

**NOTE:** Military retirees are considered residents of the state that they are residing in. See individual state residency requirements for more info.

**CHANGE OF RESIDENCE INFORMATION (Non-military)**

If you changed residences during the year, provide period of residence in each location. (Military PCS – see below)

|  |                           |                         |
|--|---------------------------|-------------------------|
|  | <b>From</b><br>(mm/dd/yy) | <b>To</b><br>(mm/dd/yy) |
|  |                           |                         |

**CHANGE OF RESIDENCE INFORMATION FOR MILITARY PERSONNEL**

Give a brief explanation of the locations where you were stationed/lived during 2009.  
If you had more stations during 2009, please provide details on Page 12.

|  |                           |                         |
|--|---------------------------|-------------------------|
|  | <b>From</b><br>(mm/dd/yy) | <b>To</b><br>(mm/dd/yy) |
|  |                           |                         |

**OTHER TAX RETURNS**

|   |                                 |                                   |  |  |
|---|---------------------------------|-----------------------------------|--|--|
| Please indicate additional returns that you would like Tax Services to prepare: | <input type="checkbox"/> County | <input type="checkbox"/> RITA     | <input type="checkbox"/> School District   | <input type="checkbox"/> Franchise Tax |
|   | <input type="checkbox"/> City   | <input type="checkbox"/> Township | <input type="checkbox"/> Personal Property | <input type="checkbox"/> Other         |

Specify:

**PERSONAL INFORMATION**

|  | TAXPAYER   | SPOUSE   |
|--|--|--|
| Name (Last, First, MI, Suffix) .....                           | _____  | _____  |
| Maiden/Former Last Name .....                                  | _____  | _____  |
| Social security number .....                                   | _____  | _____  |
| Occupation .....   | _____  | _____  |
| Work phone/Extension .....                                     | _____  | _____  |
| Cell phone number .....  | _____  | _____  |
| E-mail address .....   | _____  | _____  |
| Date of Birth .....  | MM/DD/YYYY   | MM/DD/YYYY   |
| Date of Death .....  | MM/DD/YYYY   | MM/DD/YYYY   |
| Blind .....  | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 100% disabled .....  | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Contribute to Presidential Election Campaign Fund? .....       | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Eligible to be claimed as a dependent on another return? ..... | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |

Home address .....

Home Phone ..... Foreign phone .....

Fax number ..... Foreign country .....

**FILING STATUS**

Single

Married filing jointly

Married filing separately (**For married filing separate be sure to complete spouse's information above and the four checkboxes below**)

Check this box if you **did not** live with your spouse at any time during the year

Check this box if your spouse had no gross income and was not the dependent of another taxpayer

Check this box if you are eligible to claim spouse's exemption

Check this box if your spouse itemizes deductions

Head of household

If the qualifying person is a child but not a dependent, list

Child's name ..... Child's social security number.....

Qualifying widow(er)

Check the box for the year the spouse died ..... 2007  2008

| Qualified Children's Full Name(s)<br>(First name, middle initial, last name, suffix) | Social Security Number | (1) Code                | Birth date               |
|--|------------------------|-------------------------|--------------------------|
|  | Relationship           | (2)(3) Number of Months | (4) Not Citizen          |
|  |                        |                         | <input type="checkbox"/> |
|  |                        |                         | <input type="checkbox"/> |
|  |                        |                         | <input type="checkbox"/> |
|  |                        |                         | <input type="checkbox"/> |
|  |                        |                         | <input type="checkbox"/> |

(1) For the Dependent Code, enter the following

L = dependent child who lived with you

N = dependent child who didn't live with you due to divorce or separation. **NOTE:** if a divorce or separation was finalized after 7/2/08, please provide Form 8332, **Release of Claim to Exemption for Child of Divorced or Separated Parents.**

O = other dependent

Q = not a dependent (but is a person who qualifies you for the earned income credit and/or the child care credit)

(2) Number of months that the dependent lived with the taxpayer or spouse in the U.S.

(3) Military personnel on extended active duty outside the U.S. are considered to be living in the U.S. during that duty period.

(4) Check this box if dependent child is not a U.S. citizen or resident alien

**ELECTRONIC FILING - Only available for 2009 tax returns  
Not available after October 15<sup>th</sup>, 2010**

**Refunds:**

|  |  |
|--|--|
| If your federal tax return is eligible for electronic filing, <b>and you are due to receive a refund</b> , would you like to file electronically?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If your state tax return(s) is eligible for electronic filing, <b>and you are due to receive a refund</b> , would you like to file electronically?<br><b>NOTE:</b> Certain states require all tax returns be e-filed, and those states may require a reason for not e-filing. If you chose <b>NOT</b> to e-file your state tax return, please provide the reason for not e-filing: | <input type="checkbox"/> Yes <input type="checkbox"/> No |

**Payments Due:**

|   |  |
|---|--|
| If your federal tax return is eligible for electronic filing, <b>and you have a payment due</b> , would you like to file electronically?  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If your state tax return(s) is eligible for electronic filing, <b>and you have a payment due</b> , would you like to file electronically?<br><b>NOTE:</b> Certain states require all tax returns be e-filed, and those states may require a reason for not e-filing. If you chose <b>NOT</b> to e-file your state tax return, please provide the reason for not e-filing: | <input type="checkbox"/> Yes <input type="checkbox"/> No |

**How do I send my payment(s) if my return(s) are electronically filed?**

- You can mail a check to the IRS or state, along with a Payment Voucher form that we will send you when your return(s) are complete.
  - The IRS has contracts with two companies to accept credit card charges from both electronic and paper filers. Each company offers both phone and Internet payment services and each charges a convenience fee of 2.49% for the service. The two companies are:
    - Official Payments Corporation, 1-800-2PAY-TAX (1-800-272-9829), 1-877-754-4413 (Customer Service), <https://www.officialpayments.com/index.jsp>
    - Link2Gov Corporation, 1-888-PAY-1040 (1-888-729-1040), 1-888-658-5465 (Customer Service), <https://www.pay1040.com/>
- If you cannot pay the entire amount due, contact Tax Services for information regarding a federal or state Installment Agreement.

**Please note that payments have to be made to the proper taxing authority by the tax due date.  
It is the responsibility of the taxpayer to ensure that these payments are made on a timely basis.**

**DIRECT DEPOSIT OF REFUND  
Not available for amended tax returns**

| How would you prefer your tax refund processed if you receive one?                         | Federal                  | State                    | State                    |
|--|--------------------------|--------------------------|--------------------------|
| I want the refund directly deposited into my account (complete account information below). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I want a check mailed to me.   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I want to apply the refund to my next year's tax liability.                                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

If direct deposit option was selected, please staple a void check **from the account you wish your refund to be deposited** in the space at the bottom of this page.

|   |  |
|---|--|
| Name of your financial institution .....                                      |  |
| Routing Transit Number (must begin with 01 through 12 or 21 through 32) ..... |  |
| Account number .....  |  |
| What type of account is this? .....   | Checking <input type="checkbox"/> Savings <input type="checkbox"/> |

**If you selected direct deposit of your refund, staple a VOIDED check here from the account you wish your refund to be deposited.**

Routing Number

Account Number

**PLEASE ANSWER EVERY QUESTION.**

**Questions not answered will be interpreted as "no" or "N/A". Use page 12 for notes or questions.**

| MILITARY SERVICE   |  | Section not applicable <input type="checkbox"/>                                       |                          |
|--|--|---|--------------------------|
| Taxpayer currently in the military: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Retired<br>Active duty <input type="checkbox"/> Nat'l Guard <input type="checkbox"/> Reservist <input type="checkbox"/><br>Did you retire in 2009? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what date: | Spouse currently in the military: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Retired<br>Active duty <input type="checkbox"/> Nat'l Guard <input type="checkbox"/> Reservist <input type="checkbox"/><br>Did you retire in 2009? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what date: |   |                          |
| Did you serve in a combat zone during 2008 or 2009?  |  | <input type="checkbox"/> Yes <input type="checkbox"/> No                              |                          |
| If YES, please complete date information:  | Date deployed (mm/dd/yy):  | Date returned (mm/dd/yy):   |                          |
| If spouse died, was cause of death related to a military combat zone, military action or terrorist action?   |  | <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No |                          |
| If combat zone wages were received, do you wish to include them in determining the Earned Income Credit if more beneficial?  |  | <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No |                          |
| GENERAL QUESTIONS  |  | Yes   | No                       |
| Do you want to allow your tax preparer to discuss this year's return with the IRS if necessary?  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| For retirees: Did you receive the \$250 (\$500 if married) Economic Recovery Payment in 2009?<br>If YES, enter amount received: \$   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Are you and your dependents covered by Health Insurance?   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Did you make any purchases for which you owe a Use Tax? If YES, provide details on Page 12.  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| PERSONAL INFORMATION   |  | Yes   | No                       |
| Did you purchase a vehicle, light truck, motorcycle or motor home between 2/16/09 and 12/31/09? If YES, provide documentation showing sales tax paid. ....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Did your marital status change during 2009? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| If YES, explain  | N/A  | Yes   | No                       |
| If separated and filing married filing separate status: Did you live apart from your spouse all year?  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Did you change your name on your social security card either for marriage or other reasons? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Were you or your spouse permanently and totally disabled in 2009? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Do you or your spouse plan to retire in 2010? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Do you expect your income or deductions to change significantly in 2010? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| DEPENDENT INFORMATION  |  | Section not applicable <input type="checkbox"/>                                       |                          |
| Were there any changes in dependents from the prior year? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Do you have dependents that are required to file a tax return? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| If YES, do you want us to prepare the return(s)? Please note that if you check yes, you will incur one of two fees – either tax return preparation fees, or if it is determined that your child does not have a filing requirement, a \$35 NFR (no filing requirement) fee.  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Do you have children under age 19 or a full-time student under age 24 with investment income greater than \$1900? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| If YES, do you want to include your child's income on your return if beneficial? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Are any of your dependents not U.S. citizens or residents? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Did you provide over half the support for any other person during 2009 (other than a dependent child)? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Were you furnished dependent care benefits at your workplace? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| If YES, enter any amounts forfeited from a flexible spending account (dependent care benefit account) .....  |  | \$  |                          |
| Did you incur adoption expenses during 2009? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| IRA, PENSION PLAN, EDUCATION SAVINGS ACCOUNT   |  | Section not applicable <input type="checkbox"/>                                       |                          |
| Did you opt out of taking your 2009 Required Minimum Distribution (RMD)? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Did you receive payments or a lump-sum distribution from a pension, profit-sharing plan, or other qualified employer plan? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Have you elected a lump sum treatment for any retirement distributions after 1986? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Did you receive a total distribution from a Traditional IRA or other qualified plan that was rolled over into another Traditional IRA or qualified plan within 60 days of the distribution?  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| If YES, was this a partial rollover? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| If YES, was this a complete rollover? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Did you convert a Traditional IRA or other qualified plan into a Roth IRA? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| If YES, was this a partial conversion? .....   |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| If YES, was this a complete conversion? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Did you contribute to a Coverdell or any State Education Savings Account? .....  |  | <input type="checkbox"/>  | <input type="checkbox"/> |
| Include copies of Form 1099-Q received for any distributions.<br>If YES, provide the amount(s) contributed per beneficiary's plan. ....  |  | \$  |                          |

| ITEMS RELATED TO INCOME / LOSSES  |  | Section not applicable <input type="checkbox"/> | Yes   | No                       |
|---|--|---|---|--------------------------|
| Did you receive any V.A. disability payments in 2009? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , did your payments begin after 12/31/08? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , did you receive an Initial Determination Letter or Redetermination Letter? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , please provide all pages of the VA disability determination letter and your 12/31/09 Retirement Account Statement.  |  |   |   |                          |
| Did you receive any tip income <b>not</b> reported to your employer? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you sell a principal or secondary residence in 2009? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , provide documentation of taxes paid and a copy of the closing statement .....   |  |   |   |                          |
| Did you purchase a principal or secondary residence in 2009? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , provide documentation of taxes paid and a copy of the closing statement .....   |  |   |   |                          |
| Did you cancel debt on your primary/secondary residence, rental property, or investment property in 2009? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , provide a copy of Form 1099-C or 1099-A, and provide details on Page 12. ....   |  |   |   |                          |
| Did you refinance a principal or secondary residence in 2009? If <b>yes</b> , for how many years is the loan? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , provide documentation of taxes paid and a copy of the closing statement .....   |  |   |   |                          |
| Did you incur any non-business bad debts? If <b>YES</b> , provide details on Page 12.....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| HEALTH AND LIFE INSURANCE   |  | Section not applicable <input type="checkbox"/> | Yes   | No                       |
| Did you or your spouse have self-employed health insurance? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If you or your spouse are self-employed, are either of you eligible to be covered under an employer's health plan at another job?.....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you or your spouse participate in a medical savings account during the year? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , please include Form 1099-SA (Distributions from an HSA, Archer MSA or Medicare+Choice MSA.)   |  |   |   |                          |
| Did your employer pay premiums on life insurance in excess of \$50,000 where the proceeds are payable to beneficiaries named by you? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| GIFTS AND EDUCATION INFORMATION   |  | Section not applicable <input type="checkbox"/> | Yes   | No                       |
| Did you or your spouse make gifts of over \$13,000 to an individual or contribute to a prepaid tuition plan? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you make gifts to a trust? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you pay interest on a student loan for yourself, your spouse, or your dependents? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you, your spouse, or your dependents attend college or a vocational school in 2009? (be sure to answer Question 6 on page 11) .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| INVESTMENT QUESTIONS  |  | Section not applicable <input type="checkbox"/> | Yes   | No                       |
| Did you receive stock from a stock bonus plan with your employer? (Do not include stock sales included on your W-2).....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you buy any mutual fund shares, stocks or bonds during the year? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you sell (cash withdrawals) any mutual fund shares, stocks or bonds during the year? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| If <b>YES</b> , include broker's information such as Form 1099-Bs and broker annual statements related to the transactions.   |  |   |   |                          |
| Did you exchange any securities for other securities or any other property held for investment? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you acquire stock substantially identical to stock sold at a loss within a period beginning 30 days prior to and ending 30 days after the date of sale? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you engage in any transactions involving traded options? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you engage in any transactions involving commodity future contracts and straddle positions? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Do you have any worthless securities or any loans that became uncollectible this year? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you surrender any U.S. savings bonds during 2009? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you use the proceeds of Series EE U.S. savings bonds purchased after 1989 to pay for higher education expenses?.....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| BUSINESS/INVESTMENT QUESTIONS   |  | Section not applicable <input type="checkbox"/> | Yes   | No                       |
| Did you realize a gain or loss on property that was taken from you by destruction, theft, seizure, or condemnation? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Do you have any investments for which you were <b>not</b> personally "at risk" (other than sole proprietorship or farm)?.....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you own an interest in a Real Estate Mortgage Investment Conduit (REMIC) during 2009? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Did you use a portion of your home in a business activity (office in home)? .....   |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Do you have any business-related educational expenses? .....  |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| Do you have records, as described below, to support expenses? <b>Note:</b> Tax law and IRS regulation allow deductions for travel and entertainment if adequate records can be presented. Information must include: <b>1.</b> Amount; <b>2.</b> Time and place; <b>3.</b> Date; <b>4.</b> Business purposes; <b>5.</b> Description of gift(s); and <b>6</b> Business relationship of recipient. |  |   | <input type="checkbox"/>                        | <input type="checkbox"/> |
| STUDENT LOAN INTEREST PAID (Include copies of all tax forms)  |  |   | Section not applicable <input type="checkbox"/> |                          |
| Enter the total interest you paid in 2009 on qualified student loans .....  |  |   | \$  |                          |

|   |  |             |  |  |  |
|---|--|-------------|--|--|--|
| <b>ALIMONY PAID AND/OR RECEIVED (Include copies of all tax forms)</b>   |  |             |  | <b>Section not applicable</b> <input type="checkbox"/> |  |
| Alimony paid .....  |  | \$          | Recipient's social security number                       |  |  |
| Alimony paid .....  |  | \$          | Recipient's social security number                       |  |  |
| Alimony received (do not include child support)   |  | Taxpayer \$ |  | Spouse \$  |  |
| <b>TRADITIONAL IRA CONTRIBUTIONS</b>  |  |             | <b>Section not applicable</b> <input type="checkbox"/>   |  |  |
|   |  |             | <b>Taxpayer</b>  |  | <b>Spouse</b>  |
| 1   | Traditional IRA contributions made for 2009 .....  |             | \$   |  | \$   |
| 2   | Check if you were covered by a retirement plan at work .....   |             | <input type="checkbox"/>                                 |  | <input type="checkbox"/>                                 |
| 3   | Are all your Traditional IRA's held at First Command? If <b>NO</b> , provide details on Page 12  |             | Yes <input type="checkbox"/> No <input type="checkbox"/> |  | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 4   | Check if you wish to make an additional contribution to your TIRA before the due date of your return   |             | <input type="checkbox"/>                                 |  | <input type="checkbox"/>                                 |
| 5   | If line 4 is checked, check this box to contribute the maximum allowable amount .....  |             | <input type="checkbox"/>                                 |  | <input type="checkbox"/>                                 |
| 6   | Or enter the amount you wish to contribute .....   |             | \$   |  | \$   |
| If you (a) received traditional IRA distributions during 2009 and you have made <b>nondeductible</b> IRA contributions to any of your traditional IRAs, including SIMPLE IRAs, <b>OR</b> (b) choose to make any <b>nondeductible</b> traditional IRA contributions for 2009, please answer questions 7 – 9. |  |             |  |  |  |
| 7   | Enter the value of <b>ALL</b> of your IRAs on 12/31/2009 .....   |             | \$   |  | \$   |
| 8   | Enter your total basis in traditional IRAs for 2008 and earlier years. (This is the total of all contributions less any contributions deducted from your tax returns in prior years). Provide a copy of latest Form 8606 filed ..... |             | \$   |  | \$   |
| 9   | Enter the value of <b>all</b> recharacterizations after 12/31/2009 .....   |             | \$   |  | \$   |
| 10  | Enter the amount of any outstanding rollovers as of 1/1/2009 .....   |             | \$   |  | \$   |
| <b>ROTH IRA CONTRIBUTIONS</b>   |  |             | <b>Section not applicable</b> <input type="checkbox"/>   |  |  |
|   |  |             | <b>Taxpayer</b>  |  | <b>Spouse</b>  |
| 1   | Roth IRA contributions made for 2009 .....   |             | \$   |  | \$   |
| 2   | Are all your Roth IRA's held at First Command? If <b>NO</b> , provide details on Page 12   |             | Yes <input type="checkbox"/> No <input type="checkbox"/> |  | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 3   | Check if you wish to make an additional contribution to your Roth IRA before the due date of your return .....   |             | <input type="checkbox"/>                                 |  | <input type="checkbox"/>                                 |
| 4   | If line 3 is checked, check this box to contribute the maximum allowable amount .....  |             | <input type="checkbox"/>                                 |  | <input type="checkbox"/>                                 |
| 5   | Or enter the amount you wish to contribute .....   |             | \$   |  | \$   |
| <b>EDUCATOR DEDUCTIONS</b>  |  |             | <b>Section not applicable</b> <input type="checkbox"/>   |  |  |
| Educator expenses for K-12 eligible educators. Expenses are limited to \$250 of teaching expenses for your classroom. Please list total expenses as the amount over \$250 may be deductible on Schedule A as Miscellaneous Itemized Deductions (subject to the 2%-of-AGI limitation).                       |  |             | \$   |  | \$   |
| <b>PRIOR YEAR TAX INFORMATION</b>   |  |             | <b>Section not applicable</b> <input type="checkbox"/>   |  |  |
|   |  |             | <b>Yes</b>   | <b>No</b>  |  |
| Were you notified by the IRS or state taxing authority of questions or changes to a prior year's return? .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Were there changes to a prior year's income, deductions, credits, etc. which would require filing an amended return? .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| <b>FOREIGN INCOME/ BANK INFORMATION</b>   |  |             | <b>Section not applicable</b> <input type="checkbox"/>   |  |  |
|   |  |             | <b>Yes</b>   | <b>No</b>  |  |
| Did you have foreign income or pay any foreign taxes in 2009? .....   |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Did you establish or provide funds to a foreign trust that existed during the tax year, whether or not you have any beneficial interest in the trust? .....   |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| <b>MISCELLANEOUS</b>  |  |             | <b>Yes</b>   | <b>No</b>  |  |
| If there were any dues paid to an association, was any portion required to be non-deductible due to political lobbying by the association? If <b>YES</b> , please include details on page 12 .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Did you make a loan at an interest rate below market rate? .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Did you receive any income not included in this Organizer? If <b>YES</b> , please include information on page 12 .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Did you incur any premature withdrawal penalties from a timed savings account? .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Has the IRS disallowed an earned income credit (EIC) in a prior year for any reason? (Include copies of any notices) .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Did you make energy-efficient improvements to your home or purchase any energy-saving property during 2009? If <b>YES</b> , provide details on page 12 and provide documentation .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Did you purchase a hybrid vehicle or Advanced Lean Burn Technology vehicle in 2009? .....   |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| If <b>YES</b> , enter year, make, model, and date purchased:  |  |             |  |  |  |
| Did any dependent child over 19 years of age attend school less than 5 months during the year? .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Did you receive income from any legal proceedings, cancellation of student loans or other indebtedness during the year? If <b>YES</b> , provide details on page 12 .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| Do either you or your spouse have any outstanding child or spousal support payments or federal debt? .....  |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |
| If you owe federal tax upon completion of your return, are you able to pay the balance due? .....   |  |             | <input type="checkbox"/>                                 | <input type="checkbox"/>                               |  |

| FIRST COMMAND SELECT INVESTOR AND CORE PLAN (ASSET MANAGEMENT SOLUTIONS) CLIENTS  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| Are you a First Command Select Investor or Core Plan client? .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| <p><b>NOTE:</b> Combined 1099's from First Command for Select Investor and Core Plan (Asset Management Solution) clients may not be mailed to clients until mid-March, 2010. <b>DO NOT WAIT</b> to receive these documents before sending your information to Tax Services. Please submit your completed information without AMS 1099's <b>before March 5, 2010 to receive the Early Bird Discount.</b> <u>Tax Services will request the forms from the FCB Trust department as soon as they are available.</u></p> |                          |                          |

**NOTE: If you answer YES to any of the following questions, you must complete the corresponding supplemental page.**

**Failure to complete required Supplemental pages WILL delay the preparation of your tax return.**

| QUESTIONS REQUIRING ADDITIONAL INFORMATION  | Yes                      | No                       | Supplemental Page | Supplemental Page Title                       |
|---|--------------------------|--------------------------|-------------------|---|
| 1. Do you plan to itemize your deductions for 2009?<br>If <b>NO</b> , did you pay real estate taxes?<br>If <b>NO</b> , did you pay sales tax on the purchase of a new motor vehicle, light truck, motorcycle or motor home?<br>If <b>YES</b> , complete the Taxes Paid section of page S-1. | <input type="checkbox"/> | <input type="checkbox"/> | S-1 & S-2         | Itemized Deductions                           |
| 2. Were your total <b>non cash</b> charitable contributions \$500 or more in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-3               | Charitable Contributions                      |
| 3. Did you make estimated payments in 2009?   | <input type="checkbox"/> | <input type="checkbox"/> | S-4a              | Estimated Tax Payments                        |
| 4. Did you have child & dependent care expenses in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-4b              | Child & Dependent Care Expenses               |
| 5. Did you have moving expenses in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-5a              | Moving Expenses                               |
| 6. Did you have education tuition expenses (college level/secondary) in 2009?   | <input type="checkbox"/> | <input type="checkbox"/> | S-5b              | Education Tuition & Fees                      |
| 7. Did you operate a business or have interests in partnerships or S corporations?  | <input type="checkbox"/> | <input type="checkbox"/> | S-6 & S-7         | Business Income & Expenses                    |
| 8. Did you have any employee business expenses in 2009?   | <input type="checkbox"/> | <input type="checkbox"/> | S-8               | Employee Business Expenses                    |
| 9. Did you use your personal vehicle for business in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-9               | Business Use of Vehicle                       |
| 10. Did you have home office expenses in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-10a             | Home Office Expenses                          |
| 11. Did you sell property or equipment on installment in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-10b & S-11      | Installment Sales                             |
| 12. Did you buy or sell any business assets in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-12              | Asset Acquisition/Disposition                 |
| 13. Did you have rental property/royalty in 2009?   | <input type="checkbox"/> | <input type="checkbox"/> | S-13              | Rental or Royalty Income                      |
| 14. Did you have any casualty or theft losses in 2009, or did you incur any expenses in 2009 related to the 2009 hurricanes?  | <input type="checkbox"/> | <input type="checkbox"/> | S-14a             | Casualty or Theft Loss or Disaster Relief     |
| 15. Did you have Foreign Earned Income in 2009?   | <input type="checkbox"/> | <input type="checkbox"/> | S-14b & S-15      | Foreign Earned Income                         |
| 16. Did you have any qualified adoption expenses for 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-16              | Qualified Adoption Expenses                   |
| 17. Did you <b>EMPLOY</b> any full-time, live-in individuals to perform household services, such as cleaning, cooking, gardening, babysitting, or nanny duties in 2009?   | <input type="checkbox"/> | <input type="checkbox"/> | S-17              | Household Employment Taxes                    |
| 18. Did you at any time during 2009 have more than \$10,000 in a foreign bank or foreign securities?  | <input type="checkbox"/> | <input type="checkbox"/> | S-18              | Report of Foreign Bank and Financial Accounts |
| 19. Did you sell your home and/or purchase a home in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-19              | Sale/Purchase of Home                         |
| 20. Did you have Farm income/expenses in 2009?  | <input type="checkbox"/> | <input type="checkbox"/> | S-20 & S-21       | Farm Income/Expenses                          |
| 21. Did you receive a Form 1099-B for sale of stocks, bonds, mutual fund withdrawals in 2009?   | <input type="checkbox"/> | <input type="checkbox"/> | S-22              | Cost Basis                                    |

**Please DO NOT send medical receipts, parking receipts, etc.  
Use those receipts to complete the applicable Supplemental Page(s)  
and KEEP THEM FOR YOUR RECORDS. Thank you!**

**Notes or Questions**

Please use this space to provide any additional information you feel will impact your tax return, or to ask any questions you have regarding your tax situation. Please note that any questions you have that do not apply to the preparation of this tax return will be answered as time permits during the preparation of tax returns.

**REMINDER:** Combined 1099's from First Command for Select Investor and Core Plan (Asset Management Solution) clients may not be mailed to clients until mid-March, 2010. **DO NOT WAIT** to receive these documents before sending your information to Tax Services. Please submit your completed information without the AMS 1099's **before March 5, 2010 to receive the Early Bird Discount.** **Tax Services will request the forms from the FCB Trust department as soon as they are available.**