

Using Federal Income Tax Forms to Document Income for the HealthPAC Program

Using federal income tax forms documents the income only for those family members in the household who are self-employed and whose income is reported on that form. Other family members whose incomes are counted (e.g., spouses filing separately, spouses who are employed, children who receive child support, Social Security, etc.) must provide separate proof of income. Tax forms may also be used to prove rental income.

Using the federal income tax form for the year prior to the previous year will only be accepted until the April 15th tax filing deadline. For example, if a family applied in February 2009, the 2007 federal tax forms could have been used to verify the family's income. After April 15th of each year, applicants can only use their federal tax forms for the previous year. If applicants submit federal tax forms from a period other than the previous year, the tax forms will be considered too old and will not be accepted as proof of income. Applicants will be required to submit their previous year's federal tax forms or some other form of documentation to prove their income. Instructions for using specific federal tax forms are listed below.

Form 1040 U.S. Individual Income Tax Form

For self-employment income refer to line 12.

For rental income refer to line 17.

If applicants have reported losses (negative amounts) on any of the lines of this section, these amounts are counted as zero (see example #1 below – line 12 should be counted as zero.)

Remember:

- **Members claiming income from a job need to provide their own proof of income dated within the last 45 days.**
- **DO NOT subtract any losses from the positive gross income amount. DO NOT use the amount on Line 22.**

Income Attach Form(s) W-2 here. Also attach Forms W-2G and 1099-R if tax was withheld. If you did not get a W-2, see page 21. Enclose, but do not attach, any payment. Also, please use Form 1040-V.	7	Wages, salaries, tips, etc. Attach Form(s) W-2	7	45211
	8a	Taxable interest. Attach Schedule B if required	8a	23
	b	Tax-exempt interest. Do not include on line 8a	8b	
	9a	Ordinary dividends. Attach Schedule B if required	9a	
	b	Qualified dividends (see page 21)	9b	
	10	Taxable refunds, credits, or offsets of state and local income taxes (see page 22)	10	
	11	Alimony received	11	
	12	Business income or (loss). Attach Schedule C or C-EZ	12	-32311
	13	Capital gain or (loss). Attach Schedule D if required. If not required, check here <input type="checkbox"/>	13	
	14	Other gains or (losses). Attach Form 4797	14	
	15a	IRA distributions	15a	
	b	Taxable amount (see page 23)	15b	
	16a	Pensions and annuities	16a	
	b	Taxable amount (see page 24)	16b	
	17	Rental real estate, royalties, partnerships, S corporations, trusts, etc. Attach Schedule E	17	
	18	Farm income or (loss). Attach Schedule F	18	
	19	Unemployment compensation	19	
	20a	Social security benefits	20a	
	b	Taxable amount (see page 26)	20b	
	21	Other income. List type and amount (see page 28)	21	
	22	Add the amounts in the far right column for lines 7 through 21. This is your total income	22	42923