

DOCUMENTS FOR TAX DECLARATION (INSOFAR AS AVAILABLE)

- Copy tax declaration previous year
- Original forms from the tax department
- Salary confirmation employee
- Certification of unemployment benefits, health or accident insurances etc.
- Life insurances: Did you take out a new insurance? (Single payment?) Join confirmation or copy of policy
- Security listings (Attestation of interests on bank-, postal-, premium- accounts with end year capital declaration (December 31st))
- Deposit listings [incl. Confirmations of interest/dividends, lotto/toto-profits, information's about not yet divided inheritances, if necessary ask for bank confirmation (December 31st)]
- List of aux. Property of a certain value: Gold, jewellery, ships
- Maintenance payments (join a copy of divorce agreement etc.)
- Donations to public welfare org.: if more than CHF 300.--/year join receipts
- Real estate's (also in foreign countries): Confirmation of tax authorities reg. Value of estate and own rent, list of earnings reg. Rents or leases, invoices reg. Maintenance/insurance of buildings, basic-rate of water/litter. Copy of contract of sale in case of new bought buildings.
- Expenses for job: Distance (km) from home to work, Lunches taken in Restaurants, transport tickets (bus, tram, train). Costs of training (paid by yourself), fee for prof. association.
- Administrative fee: receipts for deposit- and bank fees, fees for property administration
- Provision for pension : confirmation about payments to pension fund, value of life insurances
- Financial aid to needy relatives (join proofs)
- Debts: Confirmation of interests and capital per end of the year (mortgages, credits, loans, not yet paid invoices)