

OKLAHOMA TAX COMMISSION  
**QUESTIONNAIRE FOR NON-REQUESTING SPOUSE**



We recognize that some of these questions involve sensitive subjects. However, we need this information to evaluate the circumstances of the claim and properly determine whether relief should be given. If this form is not completed and returned, the claim will be considered based on the information available to us.

**Questions?**  
**Call the OTC at 1-(405) 522-9460.**

**Part I - Tell us about yourself**

<b>1. Your current name</b>	<b>Your social security number</b>	
Your current home address (number and street)	Apt. no.	County
City, town or post office, state and ZIP code	Daytime phone number (between 7:30 a.m. and 4:30 p.m. Central Time)	

**2.** What is the current status between you and your spouse for the years that relief was requested? (On this form we refer to your spouse for the years that relief was requested as *that individual*.)

- ☐ Married and still living together
- ☐ Married and living apart since .... MM/DD/YYYY
- ☐ Widowed since ..... MM/DD/YYYY
- ☐ Legally separated since..... MM/DD/YYYY
- ☐ Divorced since..... MM/DD/YYYY

**Note.** A divorce decree stating you must pay all taxes does not necessarily mean that individual will qualify for relief.

**Part II - Tell us about filing the returns and your financial situation for the years listed on the letter. If the information is not the same for all tax years, please explain. If you need more room to write your answer for any question, attach more pages. Be sure to write your name and social security number on the top of all pages you attach.**

**3.** How were both of you involved with preparing the returns during those tax years? Check all that apply and explain, if necessary. If the answers are not the same for all the years, explain.

You    That Individual

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Prepared or helped prepare the returns.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Gathered receipts and canceled checks.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Gave tax documents (such as W-2s, 1099s, etc.) to the person who prepared the returns. |
| <input type="checkbox"/> | <input type="checkbox"/> | Asked the person who prepared the returns to explain any items or amounts.             |
| <input type="checkbox"/> | <input type="checkbox"/> | Reviewed the returns before filing them.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Did not review the returns before filing them.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Was not involved with preparing the return.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Other  |

Explain, if necessary

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# QUESTIONNAIRE FOR NON-REQUESTING SPOUSE



## PART II (CONTINUED)

4. When you filed the returns, were any amounts owed to the IRS for those years?

☐ **Yes.** Explain how the amounts owed were to be paid.

\_\_\_\_\_

\_\_\_\_\_

☐ **No**

5. When that individual signed/filed any of the returns, was he/she aware of any financial problems you were having (for example, bankruptcy or bills you could not pay)?

☐ **Yes.** Explain

\_\_\_\_\_

\_\_\_\_\_

☐ **No**

☐ **Do not know**

6. For those years, what kinds of accounts did you have? Check all that apply. Explain if the answers are not the same for all the years.

Joint      Separate

☐      ☐      Checking or money market

☐      ☐      Savings or certificate of deposit

How did that individual use those accounts? Check all that apply.

Joint      Separate

☐      ☐      Made deposits

☐      ☐      Reviewed bank statements or balanced the checkbook

☐      ☐      Paid bills

☐      ☐      Knew how much money was in the account

☐      ☐      Made withdrawals from the account

☐      ☐      Did not know about the account

☐      ☐      Did not use the account

☐      ☐      Was not involved in handling money for the household

Explain, if necessary

\_\_\_\_\_

\_\_\_\_\_

7. Did you ever transfer assets to that individual? (Did you put something of value, such as real estate or stocks, in that individual's name rather than in your own name?)

☐ **Yes.** List the assets and the dates they were transferred. Explain why the assets were transferred.

\_\_\_\_\_

\_\_\_\_\_

☐ **No**

8. During those tax years, were you self employed?

☐ **Yes.** Explain how that individual was involved in your business.

\_\_\_\_\_

\_\_\_\_\_

☐ **No**



## PART II (CONTINUED)

9. If the tax year(s) in question were audited, what items, if any, changed? Were the changed items yours or that individual's? (For example, unreported income, disallowed deductions, unclaimed credits)

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10. If the audit results changed your business income or deductions on your tax return, did that individual help you in the business? If so how? If not, did that individual know about your business affairs? Explain.

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11. If the items changed by the audit were yours, did that individual benefit from them? (Example, unreported income paid for a family vacation, car, jewelry, etc.) Explain.

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- 12. Do you have any other information you want us to consider?**

[illegible]

### PART III - SIGNATURE

Under penalties of perjury, I declare that I have examined this statement and to the best of my knowledge it is true, correct, and complete.

Signature

Date \_\_\_\_\_

Keep a copy for your records. Return the original signed form and any attachments in the enclosed envelope.