

**Tax Dependent Status Worksheet**

You may use this worksheet to assist in determining whether your domestic partner and his or her child(ren), or your adult child under age 27, qualifies as a dependent under the Internal Revenue Code (IRC) §152. Use of this form does not certify that a person qualifies as a dependent for IRC purposes, but should be used as an aid to determine if your adult child or domestic partner may qualify as a tax dependent for employer provided health insurance benefits. For more information, you should always consult with your tax preparer. When you complete this worksheet, you should base your answers on what you anticipate for the upcoming year.

**NOTE:** A legal spouse and a dependent child under age 19 as of the end of the calendar year are automatically considered tax dependents and you do not need to complete this worksheet.

<b>Funds Belonging to the Person You Support</b>		
1.	Enter the total funds belonging to the person you support, including income expected to be received (taxable and nontaxable) and expected amounts that will be borrowed during the year, plus the expected amount in savings and other accounts at the beginning of the year.	
2.	Enter the amount on line 1 that will be used for the person's support	
3.	Enter the amount on line 1 that will be used for other purposes	
4.	Add lines 2 and 3. (This amount should equal line 1.)	
<b>Expenses for Entire Household (where the person you supported lived)</b>		
5.	Lodging (complete line 5a or 5b):	
	<b>5a.</b> Enter the total expected rent that will be paid during the calendar year	
	<b>5b.</b> Enter the fair rental value of the home. If the person you supported owned the home, also include this amount in line 20.	
6.	Enter the expected total food expenses	
7.	Enter the expected total amount of utilities (heat, light, water, etc. not included in line 5a or 5b)	
8.	Enter the expected total amount of repairs (not included in line 5a or 5b)	
9.	Enter the expected total of other expenses. Do not include expenses of maintaining the home, such as mortgage interest, real estate taxes, and insurance.	
10.	Add lines 5a through 9. These are the expected total household expenses.	
11.	Enter total number of persons who lived in the household	
<b>Expenses for the Person You Supported</b>		
12.	Divide line 10 by line 11. This is the person's expected share of the household expenses	
13.	Enter the person's expected total clothing expenses	
14.	Enter the person's expected total education expenses	
15.	Enter the person's expected total medical and dental expenses not paid for or reimbursed by insurance	
16.	Enter the person's expected total travel and recreation expenses	
17.	Enter the expected total of the person's other expenses	
18.	Add lines 12 through 17. This is the expected total cost of the person's support for the year	
<b>Did the Person Provide More Than Half of His or Her Own Support?</b>		
19.	Multiply line 18 by 50% (.50)	
20.	Enter the amount from line 2, plus the amount from line 5b if the person you support owned the home. This is the expected amount the person will provide for his or her own support	
21.	Is line 20 more than line 19? <input type="checkbox"/> <b>No.</b> You meet the support test for this person to be your qualifying child. If this person also meets the other tests to be a qualifying child, stop here; do not complete lines 22–25. Otherwise, go to line 22 and fill out the rest of the worksheet to determine if this person is your qualifying relative. <input type="checkbox"/> <b>Yes.</b> You do not meet the support test for this person to be either your qualifying child or your qualifying relative. <b>Stop here.</b>	
<b>Did You Provide More Than Half?</b>		
22.	Enter the expected amount others will provide for the person's support. Include amounts provided by state, local, and other welfare societies or agencies. Do not include any amounts included on line 1.	
23.	Add lines 20 and 22	
24.	Subtract line 23 from line 18. This is the amount you provided for the person's support	
25.	Is line 24 more than line 19? <input type="checkbox"/> <b>Yes.</b> You meet the support test for this person to be your qualifying relative. <input type="checkbox"/> <b>No.</b> You do not meet the support test for this person to be your qualifying relative. You cannot claim an exemption for this person unless you can do so under a multiple support agreement, the support test for children of divorced or separated parents or the special rule for kidnapped children.	

## Qualifying Child and Qualifying Relative Tests

The information below should not be used as the sole source of information for determination of your domestic partner's or adult child's tax status.

Any individual who meets the criteria of a "qualifying child" or "qualifying relative" must also meet the definition of "DEPENDENT" under the Uniform Benefits contract to be covered on your health insurance policy.

### How to determine if your domestic partner or adult child qualifies under the Internal Revenue Code as your tax dependent

In order to be considered a tax dependent, your domestic partner or adult child must meet the federal qualifications for either a "qualifying child" or a "qualifying relative."

In general, the IRS requires that a "qualifying child" meet five tests:

1. The child must be your son, daughter or stepchild
2. The child must be
  - (a) under age 19 at the end of the year,
  - (b) under age 24 at the end of the year and a full-time student, or
  - (c) any age if permanently and totally disabled.
3. The child must have lived with you for more than half of the year
4. The child must not have provided more than half of his/her own support for the year
5. If the child meets the rules to be a qualifying child of more than one person, you must be the person entitled to claim the child as a qualifying child.

In general, the IRS requires that a "qualifying relative" meet four tests:

1. The person does not meet the "qualifying child" tests (see above);
2. The person either (a) must be related to you in one of the ways listed under "Relatives who do not have to live with you (see below)", or (b) must live with you all year as a member of your household (and your relationship must not violate local law).
3. The person's gross income must be less than \$3,650 for the year. *(However, under Internal Revenue Service Notice 2004-79 ([www.irs.gov/pub/irs-drop/n-04-79.pdf](http://www.irs.gov/pub/irs-drop/n-04-79.pdf)), this gross income limit does not apply for purposes of determining tax dependent status when you are covering the person on your health insurance policy. For health insurance purposes, the domestic partner or adult child only needs to meet the remaining three tests to be a qualifying relative).*
4. You must provide more than half of the person's support for the year.

**Relatives who do not have to live with you** - A person related to you in any of the following ways does not have to live with you all year as a member of your household to meet this test (relates to #2 under the "qualifying relative" test).

- Your child, stepchild, foster child, or a descendant of any of them (for example, your grandchild). (A legally adopted child is considered your child.)
- Your brother, sister, half brother, half sister, stepbrother, or stepsister.
- Your father, mother, grandparent, or other direct ancestor, but not foster parent.
- Your stepfather or stepmother.
- A son or daughter of your brother or sister.
- A brother or sister of your father or mother.
- Your son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, or sister-in-law.

Any of these relationships that were established by marriage are not ended by death or divorce.

**IMPORTANT:** If your domestic partner or adult child does not meet the definition of either a "qualifying child" or "qualifying relative", the fair market value of health insurance for your non-tax dependent will be included in your gross income and your monthly payroll taxes will increase accordingly. On average, if you have one non-tax dependent on your health insurance, your monthly taxes will increase \$150 - \$250 and if you have two or more non-tax dependents, your monthly taxes on average will increase \$350 - \$450.

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