



**INFORMATION REQUIREMENTS FOR HOUSEHOLD/DOMESTIC WORKERS**  
**Please read explanation of IRS household employee below before completing form.**

Name of Taxpayer: \_\_\_\_\_

Tax year: \_\_\_\_\_

Please complete the following questions. If more than 1 domestic worker for the year, please attach separate sheet for each worker.

- a. Type of work performed. (i.e. Cleaning, lawn care, daycare, home health services, etc..)
- b. Did you hire the worker through an Agency? If so,
  - (1) Please provide the name of the agency?
  - (2) Did you pay the agency directly or the individual?
- c. Did you provide instructions to the worker on how to perform the work?
- d. Did you provide supplies for the worker or does the worker provide their own supplies?
- e. Does the worker provide services to other's? (*ie. Cleaning person who provides services to you and many other families as a self employed business owner.*)
- f. How much did you pay this individual during the year? (please provide amounts per quarter)
 

1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
(Jan – Mar)	(Apr - Jun)	(Jul - Sep)	(Oct – Dec)
_____	_____	_____	_____
- g. Did you withhold taxes from the payments you made to the individual? (Social Security, Medicare, Federal Withholding)
- h. Did you provide the individual a W2 from you? If yes, provide a copy.

**IRS explanation of household employees**

If a worker is your employee, it does not matter whether the work is full or part-time or that you hired the worker through an agency or from a list provided by an agency or association. Also, it does not matter if the wages paid are for work done hourly, daily, weekly, or by the job. Examples of workers who do household work are:

- |                |                 |              |              |              |
|----------------|-----------------|--------------|--------------|--------------|
| Babysitters    | Drivers         | Nannies      | Caretakers   | Health aides |
| Private Nurses | Cleaning people | Housekeepers | Yard workers |              |

**Example 1:** You paid Betty to babysit your child and do light housework 4 days a week in your home. Betty followed your specific instructions about household and child care duties. You provided the household equipment and supplies Betty needed to do her work. Betty is your household employee.

**Example 2:** You made an agreement with Paul to care for your lawn. Paul runs a lawn care business and offers his services to the general public. He hires his own helpers, instructs them how to do their jobs, and provides his own tools and supplies. Neither Paul nor his helpers are your employees.

**Please fax or email this form back to Steadman Tax Services when complete.**  
**Household Employee (to Form Schedule H)**