

The AICPA recommends remote workers take six steps to prepare for the 2021 tax filing season:

1. Compile a list of any states where you have worked remotely during 2020.
2. If you didn't track the number of days worked in other states, try to approximate the number of days worked in each state.
3. Cities, counties, municipalities, school districts or other jurisdictions may also levy income taxes, depending on the state. Make sure you also track this level of detail.
4. Consult a CPA. You will likely have questions about how and where to file state taxes. A licensed CPA can help navigate those questions and effectively manage your state tax liability.
5. Check your state tax withholding and make any needed adjustments. If you don't have the correct state tax withholding, you may owe state taxes, interest and penalties when you file your taxes.
6. Continue to keep a record of all jurisdictions where you have worked remotely.

It's important to look back and ensure that you take the necessary steps to avoid a surprise tax bill in the 2021 filing season.

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