



**Customized Tax Planning Checklist for
Travel Nurses:
Managing Multi-State Tax Obligations**

1. Establish and Maintain Your Domicile

- Confirm your primary state of residence (domicile).
- Update your driver's license, voter registration, vehicle registration, and mailing address to reflect your domicile state.
- Keep documentation supporting your domicile (lease/mortgage, utility bills, bank statements).

2. Track Your Days and Locations

- Maintain a detailed calendar or log of your physical presence in each state (include arrival and departure dates).
- Record all work assignments, including start/end dates and locations.
- Track any personal travel days spent in different states.

3. Understand Each State's Residency and Tax Rules

- Research residency definitions for your domicile and assignment states.
- Determine if any states where you work have reciprocal tax agreements with your domicile state.
- Identify which states require you to file resident, part-year resident, or nonresident tax returns.

4. Organize Income and Expense Records

- Collect all W-2s, 1099s, and pay stubs from each employer and state.
- Save contracts and assignment details for each travel nursing job.
- Keep receipts and records of work-related expenses (travel, lodging, licensing fees).

5. Manage Per Diem and Travel Expenses

- Track per diem payments received and document related expenses.
- Verify per diem compliance with IRS and state tax guidelines.
- Retain mileage logs and receipts for deductible travel expenses.

6. Prepare for Multi-State Tax Filing

- Gather tax forms and instructions for each state where you worked.
- Determine deadlines for state tax filings (may differ from federal deadlines).
- Identify credits available for taxes paid to other states to avoid double taxation.

7. Plan Estimated Tax Payments

- Calculate estimated quarterly tax payments if you have self-employment or 1099 income.
- Submit estimated payments to each applicable state on time to avoid penalties.

8. Consult a Tax Professional

- Engage a tax advisor experienced with travel nurses and multi-state filings.
- Review your tax strategy annually to optimize deductions and credits.
- Discuss any changes in your work locations or domicile status promptly.

9. File Your Tax Returns Accurately and On Time

- File resident state tax return reporting all worldwide income.
- File nonresident or part-year resident returns in states where you earned income.
- Claim credits on your resident return for taxes paid to other states.
- Keep copies of all filed returns and supporting documents.

10. Maintain Records for Future Reference

- Store tax returns, W-2s, 1099s, and receipts for at least 7 years.
- Retain your day logs and domicile documentation in case of audits.

Bonus Tips:

- Use digital tools or apps to track days and expenses automatically.
- Set calendar reminders for estimated tax payments and filing deadlines.
- Review state tax law changes annually, especially if you frequently change assignment locations.

Need personalized help with your travel nurse tax planning? Contact us today for a consultation and tailored support!

[Request Free Consultation](#)

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