

Free Tax Return Preparation for Qualifying Taxpayers

The Volunteer Income Tax Assistance (VITA) program offers free tax help to people who generally make \$54,000 or less, persons with disabilities, the elderly and limited English speaking taxpayers who need assistance in preparing their own tax returns. IRS-certified volunteers provide free basic income tax return preparation with electronic filing to qualified individuals.



Please call **2-1-1** for available site/time locations.

What to Bring to Your Local VITA or TCE Site

- Proof of identification (photo ID)
- Social Security cards for you, your spouse and dependents or a Social Security number verification letter issued by the Social Security Administration
- An Individual Taxpayer Identification Number (ITIN) assignment letter may be substituted for you, your spouse and your dependents if you do not have a Social Security number
- Proof of foreign status, if applying for an ITIN
- Birth dates for you, your spouse and dependents on the tax return
- Wage and earning statements (Form W-2, W-2G, 1099-R, 1099-Misc) from all employers
- Interest and dividend statements from banks (Forms 1099)
- Education expenses (Form 1098-T) and student loan documents
- Forms 1095-A, B or C, Affordable Health Care Statements
- Health Insurance Exemption Certificate, if received
- Proof of bank account routing and account numbers for direct deposit such as a blank check
- To file taxes electronically on a married-filing-joint tax return, both spouses must be present to sign the required forms
- Total paid for daycare provider and the daycare provider's tax identifying number such as their Social Security number or business Employer Identification Number
- Copies of income transcripts from IRS and state, if applicable
- A copy of last year's federal and state returns, if available