



VITA TAX INFORMATION SHEET

February 5 through April 15, 2020

Tax Blitz Week Special Hours: February 5-8

Feb. 5 & 7 — 9:15 a.m.-noon and 1-5 p.m.

Feb. 6 — 2-5 p.m. **Feb. 8** — 9:15 a.m.-noon

February 10 to April 15

Monday evenings: 6-8:15 p.m.

Wednesdays: 9:15 a.m.-noon and 1-5 p.m.

Saturdays: 9:15 a.m.-noon

Taxpayers may sign up for VITA (Volunteer Income Tax Assistance) services beginning at 9 a.m. on days VITA is doing taxes. Taxpayers may only sign up for themselves; not for others. Appointments cannot be made by phone.

The number of VITA volunteers available at any particular time will determine how many taxpayers can be helped during each session. Your patience is appreciated.

Taxpayers need to be at the east table in Adult Services (by the DVD shelves) so the VITA volunteer can find the taxpayer when it is time to do their taxes.

**VITA volunteers *DONATE* their time to assist you.
Their service is greatly appreciated.**

BRING THE FOLLOWING WITH YOU:

Copy of last year's tax return.

Photo identification cards: for both the taxpayer and spouse (if joint return) **REQUIRED!**

Social Security or ITN cards: for each taxpayer and dependent on the return **REQUIRED!**

Medical insurance information: Company, amount paid, type of coverage, coverage dates

Wage and earning statements: W-2s, W-2G, 1099-Misc. for all 2017 employers

Important Tax Documents: such as gambling wins, pensions, IRA distributions, tuition payments, Social Security forms, etc.

Interest and dividend statements: from banks or other financial institutions

Bank routing numbers and account numbers: for automatic deposit

Day-care expenses and day-care provider information: name, address, tax ID number

Real estate tax and personal property: tax statements (including vehicles)

If you itemize: receipts, bills or statements for your medical expenses, taxes, home mortgage interest, contributions, and miscellaneous expenses

For Homestead: (owner's only) real estate tax receipts

For those with self-employment income, detailed list of income and expenses

VITA volunteers cannot help taxpayers who have rental property, farm income, royalties, sale of business property, moving expenses, employee business expenses, military pay, or have a loss on Schedule C (self-employment).