

**NO WALK-IN ASSISTANCE
PLEASE CALL FOR APPOINTMENT**



IRS Certified Volunteers Providing **FREE TAX PREPARATION**

IRS VITA/TCE return preparation site is operated by certified volunteers. When planning to come to come to the site, please look below are the items to bring with you in order to complete your income tax return in a timely manner.

**DROP OFF & PICK UP OF TAX DOCUMENTS MUST BE BY APPOINTMENT ONLY!!
CALL (520) 562-9550 TO MAKE APPOINTMENT.**

WHAT TO BRING:

- **Photo identification for you and your spouse (if married)**
- **Social Security cards or Individual Taxpayer Identification Number documents for you, your spouse and dependents**
- **Birth dates for you, your spouse and dependents**
- **A copy of last year's tax return if not prepared by this site**
- **All forms like W-2's, 1098's and 1099's**
 - **Wages on W-2's**
 - **Interest Income received on 1099-INT**
 - **Dividends Received on 1099-DIV**
 - **State Tax Refund (1099-G – provided on state web page)**
 - **Unemployment Benefits documented on 1099-G**
 - **IRA Distribution on 1099-R**
 - **Pension Income on 1099-r, RRB-1099, CSA-1099**
 - **Social Security Benefits on SSA-1099**
 - **Gambling Winnings on W-2G**
 - **Cancellation of Debt on 1099-C (limited)**
 - **Health Savings Account on 1099-SA (limited)**
 - **Education Credits on 1098-T**
 - **Child Tax Credit & other Dependent Credit**
 - **Earned Income Credit**
 - **ACA Statements on 1095-A**
- **Form 1095-A (ACA Statements)**
- **Information for other income**
- **Information for all deductions/credits**
- **Total paid to day care provider, their tax ID number and address**
- **For Direct Deposit of refund, proof of account and bank routing number**
- **For prior year returns, copies of income transcripts from IRS if W-2's and other tax documents are not available.**

THERE WILL BE NO WALK-IN ASSISTANCE

CALL (520) 562-9550 FOR ANY QUESTIONS OR TO MAKE APPOINTMENT