

TAX PREPARATION CHECKLIST:

Please bring all of the following items to your tax preparation appointment:

- ❑ Proof of identity: driver's license or state ID card for all adults filing a return.
- ❑ ALL W-2's and forms that may be associated with federal and state income taxes or any income received by you or your household.
- ❑ Social Security cards of everyone living in your household including your children.
- ❑ If possible, a copy of your last year's tax return.
- ❑ A voided check or savings account number to have your refund directly deposited into your bank account.
- ❑ Child Care Provider's Identification Number
- ❑ Economic Stimulus Payment Amount.

If filing a joint return, both you and your spouse need to be present to sign the return.

CONFIDENTIALITY POLICY

Taxpayers can trust that all information provided will be protected and remain confidential. VITA volunteers are trained on the importance of collecting and protecting the private information necessary to prepare tax returns, and **MUST** agree to uphold IRS Standards of Conduct before being certified to volunteer for the VITA program.



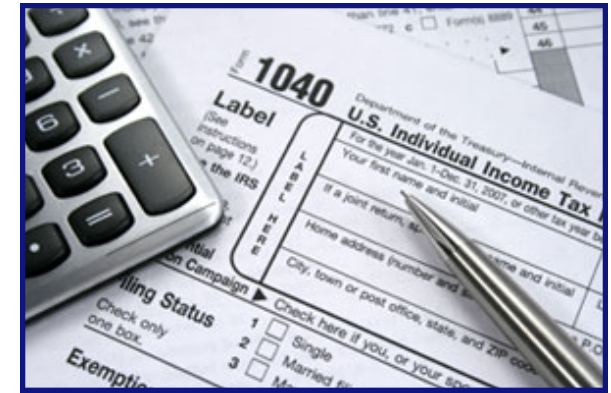
United Way
of Adams County, Inc.

Volunteer Income Tax Assistance

122 North 5th Street
Quincy, IL 62301
Phone: 217-222-5020 extension 9
Email: Tatiana@unitedwayadamsco.org

VITA

Volunteer Income Tax Assistance



Hablamos Español!

Would You Like **Free**
Assistance Filing
Your Tax Return?



What is VITA?

VITA stands for Volunteer Income Tax Assistance. It is a FREE, United Way funded, IRS sponsored program.

Trained volunteers prepare basic tax returns for taxpayers with low or limited incomes and a variety of special needs.

NO

(e-filing) at VITA sites.



The VITA program prepares only simple returns.

We will prepare returns with:

- ◆ Child & Dependent Care Credits
- ◆ Education Credits
- ◆ Wages including unemployment & Social Security
- ◆ Property tax Credits

We are not able to prepare returns with:

Business, Farm, Rental, Partnership Income or complex capital gains/losses, sale of a home or itemization.

Who Do We Serve?

incomes less than \$60,000. But anyone filing a simple return can use this free service.

January 21, 2010– April 15, 2010

Monday 10:00 AM– 4:00 PM
5:00 PM– 8:00 PM

**Tuesday
Wednesday**

**Thursday
Friday**

Saturday 9:00 AM– 2:00 PM

Make Tax Time Pay For You!

Did you work in 2009? You may be eligible for the Earned Income Credit (EIC). If so, you'll owe less in taxes and you could get cash back. Even if you don't owe income tax, you can get the EIC!

- ◆ If you weren't raising a child, did you earn less than \$18,440 in 2009? Were you between the ages of 25 and 64? You could get an EIC up to **\$457**.
- ◆ Were you raising one child in your home in 2009? Did your family earn less than \$40,463? You could get an EIC up to **\$3,043**.
- ◆ Additional tax credits can be available for more than one child. Contact the VITA Program Coordinator to inquire.

Make Tax Time Pay Even More, Claim Your Additional CTC Refund!

Many families that earned more than \$3,000 may qualify for an additional Child Tax Credit (CTC)- up to \$1,000 for each qualifying child under age 17.



**Call (217) 222-5020 ext. 9
to Schedule an Appointment
Hablamos Español!**

Where:

John Wood Community College
Kinscherff Adult Education Learning Center
122 North 5th Street
Quincy, IL 62301



AMOUNTS ABOVE VARY DEPENDING ON INDIVIDUAL CIRCUMSTANCES.