

Call 442-6445

***** FREE TAX RETURN PREPARATION AND E-FILING *****

HOURS OF OPERATION:

January 22 – February 20:

- Monday – Friday 0900-1600, Saturday 0900-1300, Walk-in service only

February 20 – April 15:

- Appointments only: Monday, Wednesday, Friday, 0900-1600
- Walk-in service: Tuesday, Thursday, 0900-1600, Saturday 0900-1300

Drop-off Service – only for SINGLE Soldiers with NO DEPENDENTS

- Available January 22 – April 15, 0900-1600

INFORMATION NEEDED WHEN COMING TO TAX CENTER:

- Military ID Card (for both if joint return)
- All documents showing income received and/or taxes paid (For example: W-2, 1099R, 1099INT, 1099MISC, 1099G)
- Last year's return
- Proof of bank account & routing number (cancelled check, last year's return)
- Accurate amounts or receipts for: (all that apply to you)
 - Child and dependent care
 - Student loan interest
 - Educator expenses
 - Significant medical expenses
 - Mortgage interest/real estate taxes (Form 1098)
 - Depreciation worksheet for Rentals and cost of house minus cost of land (Rentals by Appointment only, please call the Tax Center for additional information).
 - Tuition and book expenses
 - Moving expenses
 - Charitable contributions
 - Contributions to an IRA/Retirement Account

If you are married and/or have dependents:

- Accurate SSN and date of birth of all dependents
- POA (Power of Attorney) – If filing Married Filing Joint and spouse **WILL NOT** be present to sign
- If Married Filing Separate, **must have** spouse's SSN in order to E-file

PLEASE NOTE: Due to the late passing of the budget bill, the IRS will not accept any return until 30 January. This will delay the time it normally takes for you to receive a refund. We apologize for the inconvenience.
