

NYC FREE TAX PREP

Trusted, Professional Filing

See inside for details.

NYC
Office of the Mayor

**Consumer
Affairs**
Lorelei Salas
Commissioner

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CitiCommunityDevelopment.com

2017 Tax Season

English/Chinese

If you earned \$64,000 or less in 2016, use **NYC Free Tax Prep** to file for free and keep your whole refund.



**File online at
nyc.gov/taxprep**

Income of \$64,000 or less in 2016.

- The online service is quick, easy, and secure.
- Step-by-step instructions help you claim deductions and credits like the Earned Income Tax Credit (EITC) and NYC Child Care Tax Credit (NYC CCTC).
- Experts are available by phone to answer questions.

OR



**File in person at your local
NYC Free Tax Prep site**

For most sites, income of \$54,000 or less in 2016.

- There are more than 200 NYC Free Tax Prep sites in all five boroughs.
- IRS certified VITA/TCE volunteer preparers help you claim deductions and credits like the EITC and NYC CCTC.
- Some sites let you drop off your tax documents and pick up the completed return later.

For more information, go to **nyc.gov/taxprep** or call **311** and ask for tax preparation assistance.

Text **"Taxes"** to **42033** to get updates.*

*Message and data rates may apply. Check with your service provider.

What you need to file:

Identification:

- Government-issued photo ID (includes IDNYC)
- Social Security or Individual Taxpayer Identification Numbers and birth dates for you, your spouse, and your dependents

Proof of Income:

- Forms W-2, 1099s, or income and expense records if you are self-employed (Go to nyc.gov/taxprep for a list.)

Other:

- 2015 tax return (if available)

To file online: You need your 2015 Adjusted Gross Income (AGI) or Self-Select PIN Number. If you cannot find this information on the return, visit IRS.Gov/GetReady or call 1-800-829-1040.

- Proof of health insurance coverage or Health Insurance Exemption Certificate for you, your spouse, and your dependents
- Payment records for child care, including the provider's name, address, and Employer Identification Number, Taxpayer Identification Number, or Social Security number
- Records of cash and non-cash charitable contributions
- Account and routing numbers for direct deposit of your refund

If you are filing a joint return, both spouses must be present.

! IRS Refund Delay and Alert about "Early Refund"

• Products. Due to a new law, the IRS must hold refunds for filers who claim the EITC or Additional Child Tax Credit (ACTC) until February 15, 2017. Beware of paid preparers that advertise "express refund advances" or "refund anticipation checks," which cost a lot and lower your refund amount. Visit nyc.gov/taxprep for more information.

The Department of Consumer Affairs Office of Financial Empowerment gratefully acknowledges Citi Community Development for their generous support to expand NYC Free Tax Prep services, IRS Stakeholder Partnerships, Education and Communication, The New York State Department of Taxation and Finance, and all of our NYC Tax Coalition members. For a complete list, visit nyc.gov/taxprep



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NYC FREE TAX PREP

值得信賴、
專業的
納稅申報

請查看內頁以瞭解
詳細資訊。

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如果您在 2016 年的所得是 \$64,000 或更少，可使用 **紐約市免費報稅服務** 進行免費申報，並保留您的全額退稅。

透過 nyc.gov/taxprep 進行線上申報

2016 年的收入在 \$64,000 或以下。

- 線上服務快捷、簡單且安全。
- 逐步指引幫助您申請減稅和抵稅，例如工作所得稅減免 (Earned Income Tax Credit, EITC) 和紐約市兒童照管稅額減免 (NYC Child Care Tax Credit, NYC CCTC)。
- 有疑問時可透過電話諮詢專家獲得協助。

或者

親自前往您當地的紐約市免費報稅地點進行申報

2016 年，大部分地點的報稅額度為 \$54,000 或以下。

- 五個行政區內，有超過 200 個紐約市免費報稅服務地點。
- IRS 認證的 VITA/TCE 自願填報者幫助您申請減稅和抵稅，例如 EITC 和 NYC CCTC。
- 某些地點可讓您繳交稅務文件並在稍後就領取完成的退稅。

如需更多資訊，請造訪 nyc.gov/taxprep 或撥打 311 尋求稅務申報方面的幫助。

報稅時需要哪些文件：

身份證明：

- 政府簽發的有照片的身份證件 (包括 IDNYC)
- 您、您的配偶以及您的家屬的社會安全碼或個人納稅識別碼和出生日期

收入證明：

- W-2 表、1099 表，或如果您是自雇經營，則提供收入和開支記錄 (造訪 nyc.gov/taxprep 獲取清單。)

其他文件：

- 2015 年退稅記錄 (如有)
線上申報：您需要提供您在 2015 年的調整後總收入 (AGI) 或自選 PIN 號碼。如果您在退稅時找不到此資訊，請造訪 IRS.Gov/GetReady 或撥打 1-800-829-1040。
- 您、您的配偶和您的家屬的健康保險證明或健康保險豁免證明 (Health Insurance Exemption Certificate)
- 兒童照管的付款記錄，包括照管者的姓名、地址和雇主識別碼、納稅人識別碼或社會安全碼
- 現金與非現金慈善捐款記錄
- 用於直接存入您的退稅的帳戶與銀行代號

[如果申請聯合退稅，配偶雙方必須到場。](#)

! IRS 關於「提前退款」產品的退稅延遲和警告。由於頒佈新法律，IRS 必須為申請 EITC 或子女額外抵稅金額 (ACTC) 的申請人保留退稅，直至 2017 年 2 月 15 日。謹防為「特快退還預付款」或「退稅預期支票」做宣傳的付費填報者，這會花費很多，並降低您的退稅金額。造訪 nyc.gov/taxprep 瞭解更多資訊。