



Trusted,
Professional
Filing

Tax Day is **July 15, 2020**. If you didn't file yet, there are two ways you can file for free from the safety of home.



Virtual Tax Prep

Must earn \$64,000 or less (families)
or \$45,000 or less (single filer).

Use a secure video conference and digital system to give information to an IRS certified VITA/TCE volunteer preparer who will prepare your taxes for you.



Assisted Self-Prep

Must earn \$69,000 or less.

Use free tax filing software to do your own taxes. An IRS certified VITA/TCE volunteer preparer will be available by phone or email to answer your questions.

What you need to file:

- Access to a computer, tablet, or smartphone
- A stable internet connection
- Email address
- Your 2018 Adjusted Gross Income (AGI) or self select PIN (for Assisted Self-Prep)
- The ability to download secure video conference software (for Virtual Tax Prep)



Identification

- Government-issued photo ID (includes IDNYC)
- Social Security cards or Individual Taxpayer Identification Number determination letters (original, copy, or electronic document) and birth dates for you, your spouse, and your dependents



Proof of Income

- Forms W-2, 1098, 1099, or income and expense records if you are self-employed (Go to nyc.gov/taxprep for a list.)



Other

- 2018 tax return or transcript (if available)
To request a transcript, call the Internal Revenue Service (IRS) at 1-800-908-9946 or visit irs.gov and search "Get Transcript."
- 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 educational expenses such as Form 1098-T for tuition payments to attend a university or technical college or Form 1098-E if you paid student loan interest
- Account and routing numbers for direct deposit of your refund

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

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



Bill de Blasio
Mayor

Consumer and
Worker Protection

Lorelei Salas
Commissioner