

NYC FREE TAX PREP

Trusted, Professional Filing

See inside for details.

NYC

Bill de Blasio
Mayor

**Consumer
Affairs**

Lorelei Salas
Commissioner

citi

CitiCommunityDevelopment.com

2019 Tax Season

English/Spanish

If you earned \$66,000 or less in 2018, use **NYC Free Tax Prep** to file for free and keep your whole refund.



File online at
nyc.gov/taxprep

Income of \$66,000 or less in 2018.

- The online service is quick, easy, and secure.
- Step-by-step instructions help you accurately complete state and federal tax returns in about an hour.

OR



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

For most sites, income of \$54,000 or less in 2018.

- There are more than 200 NYC Free Tax Prep sites in all five boroughs.
- Knowledgeable IRS certified VITA/TCE volunteer preparers help you complete an accurate tax return.
- 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 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:

- 2017 tax return (if available)

To file online: You need your 2017 Adjusted Gross Income (AGI) or Self-Select PIN Number. If you cannot find this information on the return or do not have your 2017 tax return, call the Internal Revenue Service (IRS) at 1-800-908-9946 or visit irs.gov and search "Get Transcript" to request a Tax Return 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 be present.

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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