



# VITA

## VOLUNTEER INCOME TAX ASSISTANCE

### **IRS-certified volunteers will prepare and e-file Federal and Colorado income tax returns for free.**

This service is available to taxpayers with household income of \$54,000 or less, persons with disabilities, the elderly, and limited English speaking taxpayers who need assistance in preparing their own tax returns. Be sure to bring the following documents with you to the VITA tax site:

- Social Security cards or Individual Taxpayer Identification Notices/Cards for the taxpayer, the taxpayer's spouse, and dependents
- Photo identification for the taxpayer and the taxpayer's spouse if married filing jointly (both spouses must be present)
- All Form W-2s and Form 1099s and other income-related documents
- Proof of mortgage interest, property taxes, daycare expenses (including provider's tax ID number), college education expenses (e.g., Form 1098-T), and all other deductible expenses
- A copy of last year's federal tax return
- Proof of account for direct deposit of refund (e.g., voided check)
- Proof of foreign status if applying for ITIN

**Where:** Leeds School of Business, 995 Regent Drive, Koelbel Building Room 375, 303-492-6654 (information number only; taxpayer messages will not be returned)

**When:** Wednesdays 5:00pm-7:00pm and Saturdays 9:00am-1:00pm from February 1<sup>st</sup> through April 8<sup>th</sup>

**Parking:** Free parking across the street in lot 436/494 next to the Coors Event Center

**Note:** We operate on a first come first served basis. Due to limited staffing and high volume of taxpayers, we recommend you arrive as early as possible. Taxpayers

arriving late might be rescheduled to another day. Scheduled times are subject to change due to adverse weather conditions.

