



FREE TAX PREP CRITERIA:

Items you need to bring to the VITA/TCE sites to have your tax returns prepared

1. **Proof of identification**
2. **Social Security Cards for you, your spouse and dependents** and/or a Social Security Number verification letter issued by the Social Security Administration
3. **Birth dates for you, your spouse and dependents on the tax return**
4. Current year's tax package if you received one
5. Wage and earning statement(s) Form W-2, W-2G, 1099-R, from all employers
6. Interest and dividend statements from banks (Forms 1099)
7. A copy of last year's federal and state returns *if available*
8. Bank routing numbers and account numbers for Direct Deposit
9. **Total paid for daycare provider and the daycare provider's tax identifying number** (the provider's Social Security Number or the provider's business Employer Identification Number)
10. To file taxes electronically on a married-filing-joint tax return, both spouses must be present to sign the required forms.