Submit your tax paperwork!

- Bring photo I.D., Social Security cards, and all tax documents.
- Meet with an intake specialist who will scan your documents.
- Leave the intake site.

We’ll contact you when your return is ready.

- An IRS-certified tax expert from Accounting Aid Society’s VITA program will complete your return, then call you to review the results.

Pick up your completed tax work . . . then GO!

- Collect your paperwork, sign off, and we’ll file the return electronically.

2019 Virtual Tax Partners

- Abayomi CDC
- Accounting Aid Society’s Northwest Financial Hub
- Accounting Aid Society’s Focus: HOPE Food Pantry
- Detroit Main Public Library
  Focus: HOPE
- Goodwill Detroit
- Matrix Human Services
- SER Metro 1—Samaritan
- SER Metro 2—Michigan Ave.
- Southwest Economic Solutions
- U Snap Back

Call Accounting Aid Society for details at 313-556-1920!
**TAX PREP CHECK LIST**

**IDENTIFICATION/SOCIAL SECURITY NUMBERS**
- ID: Driver’s License or State ID for yourself and spouse
- Social Security card for yourself, spouse and each dependent
- Taxpayers filing a joint return must both be present when the tax returns are prepared. Both spouses must sign a joint tax return.

**INCOME STATEMENTS OR FORMS (all that apply)**
- A copy of last year’s return
- Wages (all Forms W-2)
- Unemployment (Form 1099-G)
- Pension (Form 1099-R)
- Social Security (Form SSA-1099)
- Supplemental Security Income (SSI), Letter from SSA
- Interest/Dividends (Form 1099-INT or 1099-DIV)
- DHS Assistance (DHS Client Annual Statement)
- Child Support (Child Support Annual Statement)
- Gambling/Lottery Winnings (Form W-2G)
- Miscellaneous Income (Form 1099-MISC)
- Any other income documentation you may have

**PROOF OF EXPENSES (all that apply)**
- Mortgage Interest (Form 1098)
- Medical or HMO Premiums paid for self and any family members
- Affordable Care Act Statements (all that apply)
  - Form 1095-A Health Insurance Marketplace
  - Form 1095-B Health Coverage
  - Form 1095-C Employer-Provided Insurance
- Dependent care expenses
- Student loan interest or tuition and course materials
  - Form 1098-E or 1098-T and account transcript from school

**AMOUNT OF ANNUAL HEATING COSTS—for the Michigan Home Heating Credit**
- The amount you were billed for heating your home from 11/01/2017 to 10/31/2018. This information should be on your Dec. or Jan. utility bill. If you cannot find it, contact your heat provider. The Home Heating Credit is available for renters as well as homeowners.

**HOMEOWNERS—for the Michigan Homestead Property Tax Credit**
- The 2018 taxable value of your home
- A complete copy of your summer and winter property tax bills for 2018

**RENTERS—for the Michigan Homestead Property Tax Credit**
- Your lease or rental contract
- Rent receipts for 2018
- Your landlord’s name and address

**DIRECT DEPOSIT: FASTEST AND SAFEST WAY TO RECEIVE YOUR REFUND**
- Your bank or credit union name
- Routing number
- Account number (must show proof)

**FINANCIAL TIPS!**

√ No debit card? No problem! Get a debit card at a tax site and have your refund sent directly to your new card.

√ Put a plan in place for your tax refund Work with a personal financial coach to help you set and meet your goals.

√ Solve an issue with the IRS Our Low Income Taxpayer Clinic may be able to help.

√ Thinking of starting your own small business? Let us help with record keeping techniques from our small business financial services program.