

## FREE TAX PREPARATION

By Certified IRS Preparers

274 South Orange Avenue, Newark, NJ 07103  
(located inside the New Community Health Care Building)

**Beginning Tuesday, Feb. 8, 2022. By appointment only. No walk-ins!**

**Tuesdays: 10 a.m. to 2 p.m.**

**Thursdays: 12 p.m. to 5 p.m.**

**Wednesdays: 12 p.m. to 5 p.m.**

**Fridays: 11 a.m. to 2 p.m.**

### Items taxpayers need to bring to the VITA/TCE Sites to have their tax returns prepared:

- **Proof of identification** (photo ID), Social Security cards for you, your spouse and dependents and/or a Social Security number verification letter issued by the Social Security Administration
- **Birth dates for you, your spouse and dependents on the tax return**
- Current year's tax package if you received one
- Wage and earning statement(s) form: W-2, W-2G, 1099-R, from all employers
- Interest and dividend statements from banks (Forms 1099)
- A copy of last year's Federal and State returns *if available*
- Bank routing numbers and account numbers for direct deposit
- **Total paid to daycare provider and the daycare provider's tax identifying number** (the provider's Social Security number or the provider's business employer identification number)
- To file taxes electronically on a married filing joint tax return, both spouses must be present to sign the required forms.
- Medical card
- All Forms 1095, Health Insurance Statements. Forms 1095-A, B or C, Affordable Health Care Statements
- An Individual Taxpayer Identification Number (ITIN) assignment letter may be substituted for you, your spouse and your dependents if you do not have a Social Security number

### Who is eligible:

Taxpayers with earned income less than \$54,000 can utilize the VITA program.

If you are married filing a joint return, your combined earned income must be less than \$54,000.

### Who is not eligible:

Taxpayers filing:

- Business Income (Schedule C or schedule E)
- Rental Income (Property Owners who rent or lease apartments/real-estate to tenants)
- 1099B (Proceeds from Broker and Barter Exchange Transactions) (Stock and Bonds)
- Puerto Rico or foreign income

**By appointment only at NCC Family Resource Success Center**  
**To schedule an appointment, call 973-565-9500**