

New York State Senator James Sanders Jr.



District Office Tax Preparation

Free Tax Filing for individuals and families earning less than
\$50,000*

Preparation provided by IRS-tax law certified volunteers

Must schedule an appointment in advance

You must have all documents before your appointment

See Document Checklist on Reverse Side

Dates and Times

Friday, March 15th - 10 a.m. – 4 p.m.

Friday, March 29th - 10 a.m. – 4 p.m.

Saturday, March 30th - 10 a.m. – 4 p.m.

Friday, April 12th - 10 a.m. – 4 p.m.

Saturday, April 13th – 10 a.m. – 4 p.m.

Location

Senator Sanders' District Office
142-01 Rockaway Boulevard
South Ozone Park, NY 11434

**You MUST make an appointment by
calling Senator Sanders' Office at
718-327-7017 or 718-523-3069**



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Items To Bring Checklist

- Proof of identification- Government issued photo ID (State ID, Driver's License, or Passport)
- Social Security Cards for you your spouse and dependents or a Social Security number verification letter issued by the Social Security Administration
- 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
- Proof of foreign status, if applying for an ITIN
- Birth dates for you, your spouse and dependents on the tax return
- Wage and earning statements (Form W-2, W2G, 1099-R, 1099-Misc) from all employers interest and dividend statement from bank (Form 1099)
- A copy of last year's federal and state tax returns, if available
- Proof of bank account routing and account numbers for direct deposit such as blank check
- To file taxes electronically on a married-filing-joint tax return, both spouses must be present to sign the required forms
- Total paid for daycare provider and the daycare provider's tax identifying number such as their Social Security number or business Employer Identification Number
- Forms 1095-A,B or C Affordable Health Care Statements
- Copies of income transcripts from IRS and state, if applicable