

Earn Keep Save **MORE**

See www.PHInational.org/taxes
for more information

Tax Time Is Here!! Don't miss out on your tax savings this year!!

Don't pay someone to prepare your taxes.

Do consider the free tax preparation services available to you. If you earn between \$13,440 and \$48,279, (depending on your family size) you can get your taxes done for free at a Volunteer Income Tax Assistance (VITA) site. Also, regardless of your income, free on-line preparation is available through I-CAN! E-FILE. Go to www.PHInational.org/taxes for more information or pick up an **Earn, Keep, Save MORE** brochure at your workplace.

Do yourself a favor! When you use these free services, you'll keep more of your money and have it fast too—usually in 10 to 14 days! And, if you don't have a bank account, many VITA sites can get you signed up for one so you can get your money back safely and quickly.

Don't get caught in the "quick money" trap of refund anticipation loans where you pay outrageous interest, sometimes up to 200%, on your own money.

Take the next step.

To find the VITA site nearest you
contact the Capital Area
United Way at **2-1-1** or 866-561-2500.

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Tax preparation checklist

Items you need to bring to the VITA site to have your tax returns prepared:

- Proof of identification.
- 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 to be listed on the tax return.
- If you are married and filing a joint tax return, to file taxes electronically both spouses must be present to sign the required forms.
- 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 Number and Account Number for direct deposit of your tax return. These numbers can be found on your checks.
- Total paid for day care provider and the day care provider's tax identifying number (the provider's Social Security Number or the provider's business Employer Identification Number).
- Rent receipts with name, address, and zip code of landlord, or proof of taxable value of home and amount of property taxes paid the previous year.

 The **Earn, Keep, Save MORE** program is sponsored by PHI Michigan, a regional program of PHI (www.PHInational.org). PHI Michigan works to improve the lives of people who need home and residential care—and the lives of the workers who provide that care.

PHI Michigan 1325 S. Washington Avenue
Lansing, MI 48910 • Tel: 517.372.8310

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