



Nutrition. Education. Financial Empowerment.

## Free Tax Preparation Information Flyer

### A. Qualifications for Service

<p><b>1. If Claiming Dependents</b> Did you earn more than \$40,000 (Earnings include Wages and Unemployment, but not Welfare or SSI)</p> <p style="text-align: center;"><input type="checkbox"/> yes   <input type="checkbox"/> no</p>	<p><b>2. If <b>not</b> Claiming Dependents</b> Did you earn more than \$20,000 (Earnings include Wages and Unemployment, but not Welfare or SSI)</p> <p style="text-align: center;"><input type="checkbox"/> yes   <input type="checkbox"/> no</p>
<p><b>3. Do you need to itemize deductions? (Have a Home Mortgage or other deductions)</b>   <input type="checkbox"/> yes   <input type="checkbox"/> no</p>	
<p><b>4. Did you have income from Capital Gains? (Income on Forms 1099-B or 1099-DIV)</b>   <input type="checkbox"/> yes   <input type="checkbox"/> no</p>	
<p><b>If YES to any of the above questions, you are not eligible for Free Tax Assistance at this site</b></p>	
<p><b>5. Photo ID (Passport, driver's license, job ID)</b></p> <p>Type _____</p> <p style="text-align: center;"><input type="checkbox"/> yes   <input type="checkbox"/> no</p> <p style="text-align: center;"><i>You must bring a photo ID for service</i></p>	<p><b>6. Social Security Cards or ITINs (Individual Taxpayer Identifying Numbers) for self, spouse, dependents claimed on the return?</b></p> <p style="text-align: center;"><input type="checkbox"/> yes   <input type="checkbox"/> no   <input type="checkbox"/> applying for ITIN</p> <p style="text-align: center;"><i>You must bring SS or ITIN Card/letter for service</i></p>

### B. Documents to Bring to the Tax Site:

<p><i>ALL CLIENTS must bring the following:</i></p> <ol style="list-style-type: none"> <li>1. <b>REMINDER:</b> Photo ID for yourself and spouse if filing a joint return (i.e., passport, driver's license, job ID, etc.)</li> <li>2. <b>REMINDER:</b> Social Security Cards or ITINs (Individual Taxpayer Identification Number) for yourself, spouse and all dependents being claimed. <i>A copy of last year's return is not an acceptable substitute.</i></li> <li>3. If you want direct deposit of your refund:             <ol style="list-style-type: none"> <li>a) If you have an account, bring the account number and the bank routing number; if you have a checking account bring a sample check</li> <li>b) If you want to open a bank account, please bring <b>two</b> photo IDs</li> </ol> </li> </ol> <p><i>Other documents to bring, if applicable:</i></p> <ol style="list-style-type: none"> <li>1. If employed, bring W-2s and/or 1099s for all jobs held in 2007.</li> <li>2. Form 1099-G if you receive unemployment insurance in 2007.</li> <li>3. Form 1099-INT if you received interest from a bank account in 2007.</li> <li>4. If you are claiming childcare expenses, documentation of expense, name and address of provider, childcare agency ID or Social Security Number of the provider.</li> <li>5. Any other documents to show income or deductions/credits in 2007. (i.e., Education Expenses, Form 1098-T or 1098-E, Other Income, Form 1099-MISC).</li> <li>5. If self-employed, bring a self-declaration letter stating your income in 2007 AND receipts/ ledger stating your business expenses.</li> <li>6. If you are a cash worker, bring a self-declaration letter stating your income in 2007.</li> </ol>
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<p><b><u>Harlem</u></b>  <b>284 St. Nicholas, New York, NY 10027</b>  Monday – 9:00 am to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 9:00 am to 7:00 pm  Wednesday -9:00 am to 7:00 pm  Thursday - 9:00 am to 7:00 pm  Friday - 9:00 am to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm <b>212-665-8747</b></p>	<p><b><u>Washington Heights</u></b>  <b>76 Wadsworth, New York, NY 10033</b>  Monday - 1:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 1:00 pm to 7:00 pm  Wednesday - 1:00 pm to 7:00 pm  Thursday - 1:00 pm to 7:00 pm  Friday - 1:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm</p>	<p><b><u>South Bronx</u></b>  <b>555 Bergen Ave.Bronx, NY 10455</b>  Monday - 12:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm  Thursday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm</p>
<p><b><u>Fordham</u></b>  <b>80 East 181<sup>st</sup> Street,Bronx, NY 10453</b>  Monday - 12:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm  Thursday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm</p>	<p><b><u>Downtown Brooklyn</u></b>  <b>195 Montague St.Brooklyn, NY 11201</b>  Monday - 12:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm  Thursday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm</p>	<p><b><u>Bed Stuy</u></b>  <b>1368 Fulton St.Brooklyn, NY 11216</b>  Monday - 12:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm  Thursday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm</p>
<p><b><u>Sunset Park</u></b>  <b>5505 Fourth Ave.Brooklyn, NY 11220</b>  Monday - 12:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm  Thursday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm</p>	<p><b><u>Jamaica</u></b>  <b>89-60 164<sup>th</sup>. Street, Jamaica, NY 11432</b>  Monday - 12:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm  Thursday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm</p>	<p><b><u>Jackson Heights</u></b>  <b>37-32 77<sup>th</sup> Street, Jackson Heights, NY 11372</b>  Monday - 12:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm  Thursday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm <b>718-429-3939</b></p>
<p><b><u>Staten Island</u></b>  <b>15 Hyatt St.Staten Island, NY 10301</b>  Monday - 12:00 pm to 7:00 pm, <b>closed on 2/18 and all Monday during March.</b>  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm</p>	<p><b><u>Staten Island (continue)</u></b>  Thursday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm <b>from 1/25 thru 2/29 and on 4/4 and 4/11 only.</b>  Saturday - 9:00 am to 5:00 pm</p>	<p><b><u>ERDA</u></b> by appointment only <b>718-784-0877</b>  1211 40<sup>th</sup> Avenue,Long Island City, NY 11101  Tuesday - 12:00 pm to 7:00 pm  Wednesday - 12:00 pm to 7:00 pm  Friday - 12:00 to 5:00 pm  Saturday – 9:00am to 5:00 pm</p>

**PLEASE NOTE:**

**All our site will be offering assistance to:**

- **Families First**
- **Singles** (beginning in March) or our sites in **Harlem and Downtown Brooklyn** will be offering self tax preparation to everyone with an email account.
- **Back Years (2006, 2005 and 2004)** and amended returns beginning **March 1, thru April 15.**  
(Any other back year will be done, from May thru November, 2008 at our Harlem site).