What to Bring to Your Tax Preparation Appointment

Driver's License or State ID

Proof of Social Security numbers or Individual Taxpayer Identification Numbers (ITIN):
For yourself and spouse and dependents, if applicable

Income Statements or Forms:
(Most year-end income statements for 2012 will be mailed in January 2013. Depending on your situation, bring all that apply to you.)

- Wages (W-2 Forms from all jobs worked in 2012)
- 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 Annual Statement)
- Child Support (Child Support Annual Statement)
- Gambling/Lottery Winnings (Form W-2G)
- Miscellaneous Income (Form 1099-MISC)
- A copy of 2011 tax return, if available
- Any other income documentation you may have

Proof of Any Other Expenses

- Purchase of new home or automobile
- Energy efficient home appliances and improvements (receipts should show Energy Star Rating) for insulation, windows, furnace, air conditioning system, water heater, refrigerator, clothes washer, dishwasher
- Residential electric bills
- Medical or HMO premiums paid for self and/or family
- Dependent care expenses
- Student loan interest or tuition and course materials

For the Property Tax Credit:
Homeowners:
Bring proof of the taxable value of your home, plus your summer and winter property tax bills for 2012.

Renters:
Bring your lease or rental contract, rent receipts for 2012, and your landlord's name and address.

For the Home Heating Credit:
Bring the amount you spent on heating your home for the year. **Renters may also qualify for this credit**. This information can be found in your December, January and February statements. For 2012 taxes, the period will be 11/1/2011 to 10/31/2012.

To Use the Direct Deposit Option:
Direct deposit is the fastest and safest way to receive your refunds. To have your state and federal returns directly deposited into your bank account (or credit union account), bring your bank's name, routing number, and your account number.

This list was compiled by the Accounting Aid Society: accountingaidsociety.org.

2013 Washtenaw County Volunteer Tax Preparation Services

(Prepared by Robert Mull)

Sponsoring Organization	Location	Dates	Times	Scheduling	Target Taxpayers	Cost	IRS Affiliation*
WABC (Washtenaw County Asset Building Coalition)	**Ann Arbor District Library** 343 S. Fifth Ave., Ann Arbor 3rd Floor	Sat: 2/2, 2/23, 3/30, 4/13 Wed: 2/6, 2/13, 2/20, 3/27, 4/3, 4/10	Sat: 10am-4pm Wed: 6-8:30pm	By Appt: (734) 780-1891	Low income All ages	Free	VITA
	Cooley Law School 3475 Plymouth Rd., Ann Arbor	Fri: 2/1	11am-2pm	Walk-in Only	Self-help only	Free	VITA
	Manchester Community Resource Ctr. 410 City Rd., Manchester	Sat: 2/9, 4/6	10am-4pm	By Appt: (734) 780-1891	Low income All ages	Free	VITA
	Avalon 31 Carrot Way, Ann Arbor	Sat: 2/23	10am-4pm	By Appt: (734) 780-1891	Low income All ages	Free	VITA
EMU Honorary Accounting Society	**EMU Student Center** 900 Oakwood St., Ypsilanti	TBD	TBD	Walk-in Only	Low income All ages	Free	VITA
	EMU College of Business 300 W. Michigan Ave., Ypsilanti	Sat: 2/16, 2/24, 3/16, 3/23, 3/30	10am-6pm	Walk-in Only	Low income All ages	Free	VITA
United Way Washtenaw County	**United Way Washtenaw County** 2305 Platt Rd., Ann Arbor	Every Sat: 2/9-3/2	10am-2pm	By Appt: (734) 677-7205 Limited walk-in	Low income All ages	Donation suggested	None
	Manchester Community Resource Ctr. 410 City Rd., Manchester	Fri: 3/1, 3/8	10am-4pm	By Appt: (734) 428-7722	Low income All ages	Free	None
AARP Foundation Tax-Aide	**Ann Arbor Community Center** 625 N. Main St., Ann Arbor	Every Tue: 2/5-4/9	1-3pm	By Appt: (734) 662-3128 Limited walk-in	Low-moderate income All ages	Free	TCE
	Ann Arbor Senior Center 1320 Baldwin, Ann Arbor	Every Tue: 2/5-4/9	12-3pm	By Appt: (734) 769-5911 Limited walk-in	Low-moderate income All ages	Free	TCE
	Housing Bureau for Seniors 2401 Plymouth Rd., Ann Arbor	Wed: 2/13, 2/20, 3/6, 3/13 Every Fri: 2/1-4/12	Wed: 8:30am-2pm Fri: 8:30am-2pm	By Appt: (734) 998-9341 Limited walk-in	Low-moderate income All ages	Free	TCE
	Saline Area Senior Center 7190 N. Maple Rd., Saline	Every Mon: 2/4-4/8 (except 2/18)	1-4pm	By Appt: (734) 429-9274 Limited walk-in	Low-moderate income All ages	Free	TCE
	Ypsilanti District Library 229 W. Michigan Ave., Ypsilanti	Every Thurs: 2/7-4/11 (except 3/14, 3/21)	10:30am-3pm	By Appt: (734) 482-4110 Limited walk-in	Low-moderate income All ages	Free	TCE
Women's Center of Southeast Michigan	**Women's Center of SE Michigan** 510 S. Maple, Ann Arbor	Every Sat: 2/2-4/13	10am-12:30pm	Walk-in Only (734) 973-6779	Low income All ages	Donation suggested	None
St. Francis	**St. Francis** 2150 Frieze Ave., Ann Arbor	Every Sat: 2/2-4/13 (except 3/30)	10:30am-1:30pm	By Appt: (734) 769-2550	Limited income Simple returns	Free	VITA

NOTE: VITA stands for Voluntary Income Tax Assistance; TCE stands for Tax Center for the Elderly; SOME SITES CLOSED MARCH 30 DUE TO EASTER HOLIDAY

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Sponsoring Organization	Location	Dates	Times	Scheduling	Target Taxpayers	Cost	IRS Affiliation*
Catholic Social Services (CSS) If difficulty getting to a CSS site, call for home visit appt: (734) 712-0588 CSS also provides services for residents only at scheduled times for 13 senior residences in Ann Arbor, Ypsilanti, and Saline	**Ypsilanti Senior Center** 1015 Congress St., Ypsilanti	Wed: 2/20, 3/20	9am-12pm	By Appt: (734) 483-5014 Monica Prince	Limited income senior citizens	Donations accepted	None
	Ypsilanti Twp. Senior Center 2025 E. Clark Rd., Ypsilanti	Every Tues: 2/5-4/9	9am-12pm	By Appt: (734) 544-3838 Kendra Pauline	Limited income senior citizens	Donations accepted	None
	Older Adult Services Senior Health Building 5361 McAuley Dr., Ypsilanti	Every Tues: 2/5-4/9 Every Wed: 2/6-4/10	Tues: 1-4pm Wed: 1-4pm	By Appt: (734) 712-0588	Limited income senior citizens	Donations accepted	None
	Chelsea Senior Center 512 E. Washington St., Chelsea	Thurs: 2/21, 3/7, 3/21	1-4pm	By Appt: (734) 475-9242 Kay Heller	Limited income senior citizens	Donations accepted	None
	Dexter Senior Center 7720 Ann Arbor St., Dexter	Thurs: 2/28, 3/14	9am-12pm	By Appt: (734) 426-7737 Katie Stirling	Limited income senior citizens	Donations accepted	None
	Northfield Twp. Senior Center 9101 Main St., Whitmore Lake	Fri: 2/22, 3/8, 3/22	9am-12pm	By Appt: (734) 449-2295 Sue Laity	Limited income senior citizens	Donations accepted	None
UM Law School Clinic Tax Representation (not Tax Prep)	UM Law School	As required	As required	(734) 936-3535	Limited Income	Free	None

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