



## 2018 VITA Tax Clinic

VITA is a program that provides free tax preparation services to taxpayers who qualify.

Clinic Dates: **February 12-March 28**

(Closed for spring break 3/12 and 3/14)

### **HOURS OF OPERATION**

**Mondays & Wednesdays 11:30am-1:30pm LBJ 3-6.1**

**Please arrive no later than 1:00pm to give plenty of time to process returns by closing time**

Directions to LBJSJC can be found here:

<http://www.lbjsc.txstate.edu/About/directions.html>

### **How do I sign up?**

- No appointment is necessary. Walk-ins are welcome!

### **What do I bring?**

- A copy of last year's tax Taxpayer's proof of identity (**PHOTO ID**)
- All relevant tax forms (W-2, 1098, 1099, etc.)
- Name, address, and identification number for childcare provider
- Proof of account for direct deposit or refund (e.g. voided check)
- Social security cards and/or ITIN notices/cards for you, your spouse, and dependents
- **NEW: Health Insurance (ACA)**
  - Proof of health insurance for taxpayer, spouse & dependents (including number of months covered)
  - Forms 1095-A and 1095-B (if applicable, the IRS will send TO YOU prior to you filling out your taxes)
  - Exemption Certificate Number (ECN)

For any questions regarding the VITA clinic, please send an email to [VITA@txstate.edu](mailto:VITA@txstate.edu)