

## Tax documents to bring to VITA site:

- Proof of identity (e.g., driver's license or other photo ID)
- Social Security cards for self, spouse, and dependents and/or Social Security number (SSN) verification letters from Social Security Administration OR Individual Taxpayer Identification Number (ITIN) letters (original or copies)
- Forms W-2, W-2G, 1099-R (wage and earning statements)
- Forms 1098, 1099 (interest and dividend statements)
- Copy of your 2012 federal and state returns, if available
- Proof of any other income, e.g., lottery winnings
- Total paid for child care provider and provider's Taxpayer Identification Number or SSN (for NYC CCTC)
- Bank account and routing numbers (to request direct deposit of refund)

For Married Filing Jointly returns, you and your spouse must be present to sign required forms.



Bill de Blasio  
Mayor

Department of  
Consumer Affairs  
Office of Financial  
Empowerment



## 帶備到 VITA 地點的報稅文件：

- 身分證明文件 (例如駕照或其他附照片身分證)
- 個人、配偶和親屬的社會安全卡及/或社會安全局簽發的社會安全號碼 (SSN) 證明函，或者個別納稅人識別號碼 (ITIN) 信函 (原本或副本)
- W-2、W-2G、1099-R 表格 (薪資和收入報表)
- 1098、1099 表格 (利息和股息報表)
- 您的 2012 年聯邦和州報稅副本 (如果有)
- 任何其他收入證明，例如樂透獎金
- 付給托兒服務提供者的總額及提供者的納稅人識別號碼或 SSN (適用於 NYC CCTC)
- 銀行帳戶和銀行代號 (用來申請直接退款)

若為夫妻聯合報稅，您和您的配偶必須一起到場簽署必要表格。

The NYC Department of Consumer Affairs Office of Financial Empowerment gratefully acknowledges the Mayor's EITC Coalition partners. For a complete list, visit [nyc.gov](http://nyc.gov)



# 是報稅的時候了。取回您的退稅！

## It's Tax Time. Go Get Your Refund!

請撥打 **311**  
或上 [nyc.gov](http://nyc.gov) 網站並搜尋  
tax prep (稅額申報)

2014 Tax Season  
English/Chinese

## 2 ways to file your taxes for free

### 1. In Person.

Visit a Volunteer Income Tax Assistance (VITA) site. A certified volunteer will prepare your taxes. *Annual income \$52,000 or less (with children) or \$18,000 or less (no children).*

2. **Online.** Go to **nyc.gov** and search “tax prep.” *Annual income \$58,000 or less.*

## Benefits of the City's free tax filing options

**Quality preparation for \$0.** VITA site preparers are IRS-trained and certified to help you claim refundable credits like Earned Income Tax Credit (EITC), worth up to \$8,159, and NYC Child Care Tax Credit (NYC CCTC), worth up to \$1,733.

**Convenience.** There are dozens of VITA sites in all 5 boroughs. Some let you drop off your tax documents and pick up the completed return later! With the online service you can file your taxes 24/7 from anywhere.

**Access to additional services.** At some VITA sites, you can open a bank account, including the SaveUSA account, and get screened for public benefits plus help enrolling.

For more information, go to **nyc.gov** and search “tax prep” or **call 311** and ask for tax preparation assistance.

## 2 種免費報稅方式

1. **親往。**造訪義工所得稅協助 (VITA) 地點。獲得認證的義工將為您準備報稅事宜。年收入 52,000 美元或更低 (有子女) 或 18,000 美元或更低 (沒有子女)。
2. **線上。**造訪 **nyc.gov** 並搜尋「tax prep」(報稅)。年收入 58,000 美元或更低。

如需詳細資訊，請造訪 **nyc.gov** 並搜尋「tax prep」(報稅)，或撥打 **311** 並要求報稅協助。

## 城市免費報稅福利選項

**免費獲得報稅方面的優質協助。**VITA 地點的報稅服務者均經過 IRS 訓練及認證，可協助您申請退稅，如所得稅抵免 (EITC) (最高 8,159 美元) 和紐約市托兒服務稅抵免 (NYC CCTC) (最高 1,733 美元)。

**便利。**在全部 5 個行政區中有數十個 VITA 地點。在有些地點您只要將報稅文件交給他們，稍後就能取得完成的文件！利用線上服務，您可以隨時隨地報稅。

**取得其他服務。**您可以在某些 VITA 地點上開立銀行帳戶，包括 SaveUSA 帳戶，接受審查以獲得公共福利及登記接受協助。