
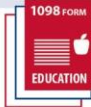













DO YOU HAVE THESE DOCUMENTS? YES NO **WHAT AND WHY DO I NEED THESE DOCUMENTS TO FILE MY TAXES?**

VALID PHOTO ID OR DRIVER'S LICENSE		<input type="checkbox"/> YES <input type="checkbox"/> NO	Driver's license, Military ID, Employee ID, Student ID.
SOURCE DOCUMENTS		<input type="checkbox"/> YES <input type="checkbox"/> NO	Unemployment, Pensions, Interest, Dividends, 1098-T Education etc.
SOCIAL SECURITY CARD (SELF)		<input type="checkbox"/> YES <input type="checkbox"/> NO	Taxpayers should check to see if they have their social security cards now; if they have misplaced them or lost them, they will need to complete Form SS-5 and send in required documents for verification. It generally, takes 10 business days from the date on your receipt to receive replacement cards.
SOCIAL SECURITY CARD (SPOUSE, DEPENDENTS)		<input type="checkbox"/> YES <input type="checkbox"/> NO	Social Security Cards on everyone who is listed on tax return. 
LAST YEAR'S TAX RETURN		<input type="checkbox"/> YES <input type="checkbox"/> NO	If you have last year's Tax Return – bring it with you.
LARGE PURCHASES		<input type="checkbox"/> YES <input type="checkbox"/> NO	If you purchased any large items (i.e. car, motor home, boat, truck), know the amount of sales tax paid to receive a deduction—only if you are itemizing.
F1095 HEALTHCARE FORM		<input type="checkbox"/> YES <input type="checkbox"/> NO	 If you purchased insurance through the Marketplace, you must bring have your F1095 form. You may have opted to receive updates and information via email, if not, then the Marketplace will mail them to you.
BANK INFORMATION		<input type="checkbox"/> YES <input type="checkbox"/> NO	If taxpayer is going to make a direct deposit, you must have the bank's routing number and your account number.
W-2 (SELF)		<input type="checkbox"/> YES <input type="checkbox"/> NO	No check stubs
W-2 (FAMILY MEMBERS)		<input type="checkbox"/> YES <input type="checkbox"/> NO	 That would include your dependent depending on how much he/she earned; they may be required to file a tax return. If they are required to file a tax return, their earnings will be included in your household income.

If you checked **YES** on all of the boxes that apply to you, please complete the Intake/Interview Sheet.
If you checked **NO** on one or more boxes that apply to you, please go to the registration desk for assistance.