



BFNC VITA - Volunteer Income Tax Preparation Assistance **For Appointments call 2-1-1**

This year BFNC is offering **Appointments through a Drop-Off method and an Online Portal** to comply with COVID-19 safety protocols and regulations.

2 - TAX DROP OFF LOCATIONS

Our Drop-Off stations are the **Moot Senior Center at 292 High Street, Buffalo, NY 14204.**
and **First Shiloh Baptist Church 5 Pine Street, Buffalo, NY 14204**

We will collect your tax documents (2) process your tax return remotely (3) call you with any questions (4) and you will receive an appointment to return in 7 days to pick up your completed tax returns.

ARE YOU ELIGIBLE FOR FREE VITA TAX SERVICES?



CHECK!!!

THINGS TO CHECK and KNOW:

- ✓ Your annual income is **\$57,000 or less.**
- ✓ Appointments are **REQUIRED** this year. Call 2-1-1 **(No exceptions).**
*****New Appointment Slots are added every Wednesday*****
- ✓ **Come only at the time of your appointment.**

WE WANT YOU SAFE - Our VITA COVID-19 Protocols include:

- You must always wear a mask while in the building.
- Only the person(s) who sign the return are allowed in.

WHAT TO EXPECT WHEN YOU ARRIVE:

1. You will be asked to complete IRS Intake Form – Please answer all questions
2. Sign and Date your IRS intake Form page 4.
3. Sign and date the IRS Virtual VITA Taxpayer Consent Form – **it is required to work on your return**

REQUIRED ITEMS FOR YOUR APPOINTMENT.

1. Bring copies of your Photo ID cards of Taxpayer & Spouse if filing Joint Return.
2. Bring copies of the Social Security cards of all people on the Tax return.
3. Copies of your W-2s for each job held in 2021 for each person in the household, this form reports your name, wages, and other tax information to the IRS.
4. 1099's showing either:
 - Unemployment Income
 - Social Security Income
 - State tax refund
6. IRS Letter 6419 – Proof of Advance Child Tax Credit Payments
7. IRS Letter 14444-C – 2021 Economic Impact Payment - Federal Stimulus Payments
8. 1095-A if you received credit from the [healthcare.gov](https://www.healthcare.gov) marketplace.
9. Income/interest statements received savings accounts or investments.
10. For direct deposits – a valid bank account and bank routing number must be provided.