

YOU HAVE THE OPTION TO UPLOAD YOUR RETURNS USING THE ONLINE PORTAL.

Tax clients who want to submit returns through our online portal instead of coming in to one of the sites. See details below:

Using the BFNC VITA Online Portal For 2021 Returns Only

Thank you for filing your taxes with BFNC Free Tax Preparation Network - VITA. We will collect your tax documents when you upload them into the virtual portal located at <https://bfnc.taxwisemobile.com>, work on your tax return remotely and call you with any questions. You will receive an email with a link to download your completed return within 7 days from the date we receive your documents to complete your return.

For all uploads **Please read requirements on our website at <http://www.bfnc.org/> and please make sure your photos or PDF's are legible and clear******

ITEMS YOU MUST upload to the BFNC VITA Portal to make the process go faster:

1. Copies of Photo ID cards of Taxpayer & Spouse if filing Joint Return.
2. Copies of the Social Security cards of all people on the Tax return.

To work on your return – You Must:

1. Fill out your Intake Form IRS Form 13614c found online at <https://www.irs.gov/pub/irs-pdf/f13614c.pdf>
2. Agree to IRS Form 14446 – Virtual VITA Taxpayer Consent.

Organizing and upload all your tax documents:

WHAT IS NEEDED:

1. Copies of your Photo ID cards of Taxpayer & Spouse if filing Joint Return.
2. 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
5. 1098s showing payments you have made for school loans or property tax
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.