

# VITA Free Tax Service

## HAVE YOUR TAX RETURN COMPLETED BY IRS-CERTIFIED TAX PREPARERS

For eligible customers with annual income up to \$75,000, or  
eligible seniors 65+ with annual income up to \$90,000.

### IN PERSON SERVICE

To make a tax appointment,  
go to [calendly.com/ffrc](https://calendly.com/ffrc)  
or call (510) 298-1796  
for assistance.



### VIRTUAL SERVICE

We offer **SECURE** online tax filing with  
Code for America via Get Your Refund.  
Submit your IDs and documents online  
at [getyourrefund.org/fremont](https://getyourrefund.org/fremont)

## IN PERSON TAX PREPARATION LOCATIONS

### Fremont Family Resource Center

39155 Liberty Street  
Fremont, CA 94538  
Building EFGH

Wed & Thurs 1 - 6 p.m.  
BY APPOINTMENT

### Union City Family Center

725 Whipple Road  
Union City, CA 94587

Sat 10 a.m. - 1:30 p.m.  
BY APPOINTMENT

### Newark Senior Center

7401 Enterprise Drive  
Newark CA 94560

Fri 10 a.m. -12 p.m.  
BY APPOINTMENT



Scan the QR code for further  
details on our website

<http://city.fremont.gov/taxhelp> | TELEPHONE: (510) 298-1796

Providing high-quality free tax preparation since 2002. See back for additional details.



## PLEASE BRING THE FOLLOWING DOCUMENTS TO YOUR IN-PERSON APPOINTMENT

- **Social Security card(s) or Individual Taxpayer Identification Number (ITIN) card(s) or letter(s)**

for everyone you will list on your return.

- Please note: An ITIN is expired if it hasn't been used on a tax return for the last three tax years. If you need to obtain an ITIN, please call us at (510) 574-2029.

**Photo identification:** Government issued photo ID for main filer and spouse.

- **Savings and checking account and routing numbers, or a voided check for direct deposit.**

- **Income statements, documents, or forms**

- Wages from each job (W-2)
- Interest (1099-INT)
- Dividends (1099-DIV)
- Retirement Distributions (1099-R)
- Gambling Winnings (W-2G)
- Unemployment (1099-G)
- Social Security Benefits (SSA-1099)
- Self Employment Income (1099-MISC, 1099-NEC, 1099-K)
- Sale of Stock (1099-B) (Consolidate your investment summary)
- Tuition (1098-T) and detailed student account statement of expenses paid to university/college
- Health Insurance Marketplace Credits (1095-A)

- **Provide if applicable:**

- 2023 Identity Theft PIN Letter from IRS
- Records of charitable contributions
- Homeowner mortgage interest (1098)
- Property tax bill
- DMV registration form
- Interest you paid on student loans (1098-E)
- Childcare or dependent care expenses. Bring total amount paid, provider's business name, address, phone number and SSN or tax ID #
- If you are self-employed, provide business income and expenses, including mileage log.
- Rideshare Drivers should provide their 1099-NEC, 1099-K, and online tax summary page.
- If you plan to itemize, provide a summary sheet that includes both the total amounts and descriptions of your expenses.

## WE CANNOT PREPARE TAXES FOR THE FOLLOWING SITUATIONS:

- Married Filing Separately
- Foreclosure/Short Sale
- Kiddie Tax (to be determined during interview)
- IRA to Roth Conversions
- Sale of stocks acquired by stock options
- Sale of stock or mutual funds with over 16 transactions
- Loan Modification
- Out of State Income
- Rental Income
- Sole proprietor business with expenses over \$35,000, depreciation, losses, or office in the home
- 1040NR (non-resident alien), except for Foreign Student with Visa F, J, M or Q.

**There may be additional situations that we can't support. Contact us.**

## Save Your Refund for a Chance to Win \$100

File with us and save at least \$25 of your refund in a savings account for a chance to win \$100! Terms and conditions may apply.

Need a savings account? Contact our VITA Partner, Patelco Credit Union, at (925) 216-3881 to inquire about membership accounts.



### Our VITA partners:

