

# FREE TAX PREPARATION

Tap provides free tax return preparation, e-file, and itin application assistance with the help of 1,000+ trained volunteers.

Con la ayuda de más de 1,000 voluntarios entrenados, el tax assistance program (tap) ofrece preparación gratuita de impuestos (con la opción de enviar electrónicamente) y asistencia para solicitud o renovación de ITIN.

## FOR HOUSEHOLDS EARNING UP TO \$55,000 AND INDIVIDUALS EARNING UP TO \$30,000 ANNUALLY, PLEASE BRING:

- **Original** Social Security card/ITIN for **everyone** on your return
- A valid form of photo identification
- All 2018 tax documents (W-2s, 1099s, etc.)
- Bank account and routing numbers for direct deposit
- Proof of health insurance coverage (Form 1095-A, 1095-B, 1095-C, Medicare card) or Certificate of Exemption
- Last year's tax return, if available

## WHO IS NOT ELIGIBLE FOR TAP SERVICES? THOSE TAXPAYERS WITH:

- Rental property income
- Form 1099-A (Acquisition or Abandonment of Secured Property)

Tax preparation is offered on a first come, first served basis and sites will stop taking new clients at least one hour before closing or possibly earlier than that during busier sessions. We recommend that you come early!

For assistance with applying for or renewing an **ITIN** (Individual Taxpayer Identification Number), email [SaveUp@goladderup.org](mailto:SaveUp@goladderup.org) or call (312) 409-1555.

Clients who need to **amend their returns** should visit a TAP site in March.

## PARA FAMILIAS QUE GANAN HASTA \$55,000 E INDIVIDUOS QUE GANAN HASTA \$30,000 ANUALMENTE, FAVOR DE TRAER:

- El **original** de las tarjetas del Seguro Social o la carta de ITIN para **todas** las personas que aparecerán en su declaración
- Foto credencial válida
- Todos los documentos de impuestos para el año 2018 (Formas W-2, 1099, etc.)
- Números de cuentas bancarias y número de ruta, si prefiere depósito directo
- Comprobante de seguro médico (Forma 1095-A, 1095-B, 1095-C, tarjeta de Medicare) o certificado de exención de cobertura
- Su declaración de impuestos del año pasado, si está disponible

## ¿QUIÉN NO ES ELEGIBLE PARA LOS SERVICIOS? PERSONAS QUE TIENEN:

- Ingresos de alquiler
- Forma 1099-A (Adquisición o abandono de propiedad asegurada)

Preparación de impuestos se ofrece en base de primer llegado, primer servido. El sitio dejará de aceptar nuevos clientes por lo menos una hora antes del cierre o posiblemente mucho más temprano durante las sesiones ocupadas. Le recomendamos que llegue temprano.

Para asistencia con aplicar o renovar un **ITIN** (el Número de Identificación Personal del Contribuyente), mande un correo electrónico a [SaveUp@goladderup.org](mailto:SaveUp@goladderup.org) o llame al (312) 409-1555.

Clients que necesiten **modificar sus impuestos** de años anteriores, por favor visite un sitio de TAP en marzo.

# 2019 TAX SITE INFORMATION

Tax Assistance Program sites will be open from February 2 through April 15, 2019.

Please note that the filing deadline for 2019 is Monday, April 15, 2019.

## CHICAGO

### LOOP

#### Harold Washington Library

400 S. State, 7th Floor  
Mon-Thur, 1pm – 7pm\*  
Fri & Sat, 10am – 1pm\*  
Open starting Mon, 1/28  
Closed 2/12, 2/18, 3/4

### NORTHWEST

#### Chicago Public Library –

#### Richard M. Daley (W. Humboldt)

733 N Kedzie  
Sat, 10am – 1pm\*

#### WIC Food Center – Armitage

3110 W. Armitage  
Sat, 9am – 12pm\*

#### WIC Food Center – Diversey

4620 W. Diversey  
Mon & Wed, 1pm – 7pm  
Sat, 9am – 12pm\*  
Closed 2/18

#### Wilbur Wright College

4300 N. Narragansett,  
Room L113  
Fri, 10am – 4pm\*  
Sat, 9am – 12pm\*

### SOUTH

#### WIC Food Center – Western

5332 S. Western  
Sat, 9am-12pm

#### Kennedy-King College

747 W. 63rd (Building W),  
Room W254  
Wed, 10am – 4pm\*  
Sat, 9am – 12pm\*

#### Olive-Harvey College

10001 S. Woodlawn  
Fri, 10am – 4pm\*  
Sat, 9am – 12pm\*

### WEST

#### Chicago Public Library – Austin

5615 W. Race  
Sat, 10am – 1pm\*

### SOUTHWEST

#### WIC Food Center – Kedzie

2400 S. Kedzie  
Sat, 9am – 12pm\*

## OUTSIDE CHICAGO

Suburban sites are open every  
Saturday from 9am-12pm\* from  
February 2 through April 13, 2019.

### ADDISON

#### DeVry University

1221 N. Swift  
Open from Feb 2 – March 9th ONLY  
Closed after March 9

### CICERO

#### Unity Junior High School

2100 S. Laramie

### MELROSE PARK

#### Our Lady of Mt. Carmel –

#### Casa Esperanza

1116 N. 22nd

### PLAINFIELD

#### Plainfield Township

#### Community Center

15014 S. Des Plaines

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# TAP

TAX ASSISTANCE PROGRAM

[WWW.GOLADDERUP.ORG](http://WWW.GOLADDERUP.ORG) / (312) 409-1555 (SE HABLA ESPAÑOL)



Money Coaches are available at some sites to help set up prepaid debit cards, purchase U.S. Savings Bonds and print customized credit reports. Contact us at [SaveUp@goladderup.org](mailto:SaveUp@goladderup.org).