



# FREE Income Tax Preparation



[www.jccap.org](http://www.jccap.org)

**Individuals who earn \$60,000 or less may qualify for the Volunteer Income Tax Assistance (VITA) Program.**

**Please bring these items to the VITA site when you have your tax return prepared:**

- Proof of identification (photo ID)
- Social Security Cards for you, your spouse, and dependents, or a Social Security Number verification letter issued by the Social Security Administration
- Birth dates for you, your spouse, and dependents claimed on the tax return
- Wage and earning statements (Form W-2, W-2G, 1099-R) from all employers
- Interest and dividend statements (Form 1099)
- A copy of last year's federal and state returns, if available
- Proof of bank account routing numbers and account numbers for Direct Deposit, such as a blank check (deposit slip is NOT recommended)
- Total paid for daycare and the daycare provider's tax identification number the provider's Social Security Number or the provider's business Employer Identification Number)
- Tuition Statements (1099-T) and Student Loan Interest Statements (1098-E)
- Form 1095 A, Affordable Health Care Statement (If you purchased health insurance from the Marketplace) or 1095 B or C Health Care Statement from your employer

**To file a married, joint tax return electronically, both individuals on the return must be present to sign.**

**Feeling the pain of completing your 2023 Income Taxes?**

Community Action, Inc. offers **FREE** income tax preparation.

**Call to schedule an appointment!**

**Appointments are available in:**

**Clarion, Brockway, Brookville, Reynoldsville, & Punxsutawney**

**814-226-4785 x 107**

**Please leave only one message.**



**AmeriCorps  
Seniors**

# FREE INCOME TAX PREPARATION!

*Tax Appointments begin in February!*

## We Will Prepare Taxes Containing

- Wages, salaries, etc. (Form W-2)
- Interest Income (Form 1099-INT)
- Dividends Received (Form 1099-DIV)
- State Tax Refunds (Form 1099-G)
- Unemployment Benefits (Form 1099-G)
- IRA Distributions (Form 1099-R)
- Pension Income (Form 1099-R, RRB-1099, CSA -1099)
- Social Security Benefits (SSA-1099)
- Simple Capital Gain/Loss (Form 1099-B)
- Self-employment Income (Form 1099-MISC) *limited*
- Gambling Winnings (Form W-2G)
- Cancellation of Debt (Form 1099-C) *limited*
- Health Savings Accounts (Form 1099-SA) *limited*
- Itemized Deductions *limited*
- Education Credits (Form 1098-T)
- Child Tax Credit
- Earned Income Credit

## We Can Not Prepare Taxes Containing

- Schedule C with losses
- Complicated & Advanced Schedule D (capital gains and losses)
- Form SS-5 (request for Social Security Number)
- Form 8606 (non-deductible IRA)
- Form 8615 (minor's investment income)
- Form SS-8 (determination of worker status or purposes of federal employment taxes and income tax withholding)
- Rental Income

Please contact a  
professional preparer  
for assistance with complicated returns.

**BY APPOINTMENT ONLY!**

**814-226-4785, ext. 107**

Leave a clear, detailed message.

Your call will be returned  
in the order it was received.

**Please only leave one message!**

## MONDAY

**Community Action**  
30 A S Sheridan Road  
Clarion, PA 16214

**The Heritage House**  
4 Sylvania Street  
Brookville, PA 15825

## TUESDAY

**Jefferson County Housing Authority**  
201 N. Jefferson Street  
Punxsutawney, PA 15767

**The Foundry**  
45 W Main Street  
Reynoldsville, PA 15851

## WEDNESDAY

**Community Action**  
30 A S Sheridan Road  
Clarion, PA 16214

**Brockwayville Depot**  
425 Alexander Street  
Brockway, PA 15824

IRS VITA/TCE preparation sites are operated by certified volunteers.

Site hours and services may be limited. In addition, by law, some sites provide priority services to seniors.

Your patience and understanding is appreciated.