

# Get your **TAXES** done for **FREE!**

Our IRS-certified tax preparers will maximize your tax refund

(TAX SITE LOCATIONS LISTED ON REVERSE)



**APPOINTMENTS  
REQUIRED**  
**For More  
Information:**

**DIAL  
2-1-1**<sup>TM</sup>

**OR CALL 888.553.5778**  
If 2-1-1 does not work  
from your phone.

**VISIT**  
[www.swpafreetaxes.org](http://www.swpafreetaxes.org)

## Do you make under \$45,000?

You may qualify for free tax help from an  
IRS-certified tax preparer in your neighborhood

## Do you make under \$62,000?

You can file your taxes for free  
online at [www.myfreetaxes.com](http://www.myfreetaxes.com)

## WHAT TO BRING

- Photo identification (for you and your spouse, if filing jointly)
- Social Security cards or Individual Taxpayer Identification Number (ITIN) for yourself, your spouse and each person to be claimed on your return
- Birthdates for every person on the return
- W-2 forms for all jobs held in 2015
- All 1099 forms, including income received from unemployment (1099-G), social security (1099-SSA), pension payments (1099-R), bank account interest (1099-INT), and dividends (1099-DIV)
- Form 1095 A, B or C with health insurance information if you received one
- Health insurance exemption certificate if you have one
- A list of who on your tax return had health insurance for 2015 and for which months they were covered
- If anyone on your tax return is in post-secondary education: Record of tuition payments (1098-T), plus receipts for postsecondary materials and books. A student account statement from the Financial Aid office can also be helpful.
- If you paid for childcare: Total expenses and name, address, and tax ID number of provider(s)
- If you own your home: Mortgage interest statement and property tax receipts
- Local tax forms or any tax booklets you've received in the mail
- Anything that says "This is important for your taxes"
- A copy of last year's tax return (not necessary, but helpful)
- Final 2015 pay stubs from each job if available (not required)
- If you're Married Filing Jointly, you'll need to bring your spouse to sign your tax documents
- Your checkbook to see the routing and account number for direct deposit. This will help you to get your refund faster! Or, let us know if you would like to open a PNC debit card, which would arrive in 5-7 days.

**United  
Way**



**MONEY IN YOUR  
POCKET GOALITION**

PENNSYLVANIA  
**2-1-1**<sup>TM</sup>  
Southwest  
Powered by United Way

2016  
Funding  
Partner



# MONEY IN YOUR POCKET COALITION ALLEGHENY COUNTY FREE TAX PREPARATION SITES

Locations open the week of January 18 and close April 18, 2016

**ALLEGHENY COUNTY  
DEPARTMENT OF HUMAN SERVICES (DHS)**  
Downtown Pittsburgh  
Mon-Wed: 5 PM-8 PM  
By Appointment Only: Dial 2-1-1

**ALLEGHENY VALLEY  
ASSOCIATION OF CHURCHES**  
Headquarters (Natrona Heights)  
Mon: 10 AM-12 PM  
Tues: 5 PM-8 PM  
Sat: 10 AM-3 PM  
By Appointment Only: Dial 2-1-1

**ALLEGHENY VALLEY ASSOCIATION OF  
CHURCHES/CENTRAL PRESBYTERIAN CHURCH**  
Tarentum  
Thurs: 6 PM-8 PM  
By Appointment Only: Dial 2-1-1

**GOODWILL OF SOUTHWESTERN PA/  
NORTHSIDE COMMON MINISTRIES**  
Mon + Wed: 9 AM-3PM  
By Appointment Only: Dial 2-1-1  
Thurs: 1 PM-3PM (Walk-in day)

**HUMAN SERVICES CENTER CORPORATION**  
Turtle Creek  
Tues: 12 PM-8 PM  
Wed: 12 PM-8 PM  
By Appointment Only: Dial 2-1-1

**JUST HARVEST**  
South Side  
Mon-Fri: 10 AM-8 PM  
Sat: 9 AM-4 PM  
By Appointment Only: Dial 2-1-1

**JUST HARVEST**  
CCAC Boyce Campus,  
Monroeville  
Mon: 5 PM-9 PM  
Fri: 1 PM-9 PM  
Sat: 9 AM-4 PM  
By Appointment Only: Dial 2-1-1

**JUST HARVEST**  
Bedford Hope Center, Hill District  
Wed: 2 PM-8 PM  
Sat: 9 AM-5 PM  
By Appointment Only: Dial 2-1-1

**NORTH HILLS COMMUNITY OUTREACH**  
Bellevue  
Mon: 4:30 PM-7:30 PM  
Wed: 4:30 PM-7:30 PM  
By Appointment Only: Dial 2-1-1

**NORTH HILLS COMMUNITY OUTREACH**  
Millvale  
Sat: 9 AM-12 PM  
By Appointment Only: Dial 2-1-1

**ROBERT MORRIS UNIVERSITY**  
Moon Township  
Mon-Fri: 4 PM-9 PM  
Sat: 9 AM-12 PM  
By Appointment Only: Dial 2-1-1

**VETERANS LEADERSHIP PROGRAM  
OF WESTERN PA**  
South Side  
Tues: 10 AM-2 PM  
Thurs: 10 AM-2 PM  
Sat: 9 AM-12 PM (every other Saturday)  
By Appointment Only: Dial 2-1-1

**YMCA OF GREATER PITTSBURGH**  
Hazelwood Branch  
Tues + Wed: 4 PM-8 PM  
Thurs + Fri: 9 AM-1 PM  
Sat: 10 AM-4 PM  
By Appointment Only: Dial 2-1-1

**YMCA OF GREATER PITTSBURGH**  
Homewood-Brushton Branch  
Mon + Thurs: 10 AM-6 PM  
By Appointment Only: Dial 2-1-1  
Tues: 10 AM-6 PM (Walk-in day)

**YWCA OF GREATER PITTSBURGH**  
Headquarters (Downtown)  
Tues: 11 AM-8 PM  
Thurs: 11 AM-8 PM  
By Appointment Only: Dial 2-1-1

**YWCA OF GREATER PITTSBURGH**  
Homewood-Brushton  
Community Center  
Sat: 9:30 AM-12:30 PM  
By Appointment Only: Dial 2-1-1

*\*Non-English speakers: please bring a translator.*



## Get Free Tax Prep Help

The IRS Volunteer Income Tax Assistance (VITA) and the Tax Counseling for the Elderly (TCE) programs offer free tax help for taxpayers who qualify. Find a provider near:

15219 within 5 ▼ miles

[Find >>](#)

7 results found

Provider	Distance	Dates	Hours	Languages	Appointme
CITY COUNTY BUILDING 414 GRANT STREET 2ND FLOOR PITTSBURGH, PA 15219 412-255-8826 <a href="#">Get Directions</a>	0.7 MI	02 FEB 2016 - 14 APR 2016		ENGLISH	REQUIRED
BEDFORD HOPE CENTER 2305 BEDFORD AVENUE PITTSBURGH, PA 15219 000-000-0211 <a href="#">Get Directions</a>	0.7 MI	20 JAN 2016 - 16 APR 2016		ENGLISH	REQUIRED
ALLEGHENY COUNTY DEPARTMENT OF HUMAN SERVICES ONE SMITHFIELD STREET PITTSBURGH, PA 15222 888-553-5778 <a href="#">Get Directions</a>	0.9 MI	25 JAN 2016 - 13 APR 2016		ENGLISH	REQUIRED
JUST HARVEST EDUCATION FUND 16 TERMINAL WAY PITTSBURGH, PA 15219 000-000-0211 <a href="#">Get Directions</a>	0.9 MI	19 JAN 2016 - 18 APR 2016		ENGLISH SPANISH	REQUIRED
HAZELWOOD YMCA 4713 CHATSWORTH AVE. PITTSBURGH, PA 15207 000-000-0211 <a href="#">Get Directions</a>	2.7 MI	19 JAN 2016 - 15 APR 2016		ENGLISH	REQUIRED
GREATER PITTSBURGH POLICE FCU 1338 CHARTIERS AVE PITTSBURGH, PA 15220 412-922-4800 <a href="#">Get Directions</a>	3.2 MI	01 FEB 2016 - 08 APR 2016		ENGLISH	REQUIRED
LIFESPAN 300 LINCOLN AVENUE CARNEGIE, PA 15106 412-276-5056 <a href="#">Get Directions</a>	4.2 MI	02 FEB 2016 - 12 APR 2016		ENGLISH	REQUIRED

## Tax Information

### IRS severely curtails its distribution of tax forms to libraries ...

## Tax Assistance

Tax assistance for individuals and families who make under \$49,000, and the elderly or disabled is offered at various sites in Allegheny and surrounding counties during tax filing season (generally February 1 through the middle of April).

Options to locate a tax assistance site include:

### **AARP Tax-Aide Site locator**

The AARP Tax-Aide program has IRS certified volunteers who provide free tax counseling and preparation services to millions of low and middle income taxpayers, especially those ages 60 and older. Enter your zipcode and receive location addresses, schedules, and other contact information.

### **United Way: Tax Site Locations**

Use the link above and/or call the United Way Help Line, 211 or tollfree 888-553-5778, to find a tax help site based on your zipcode. Provides a detailed listing of the area's sites including Downtown, East Liberty, Oakland, North Side and South Side.

## City of Pittsburgh tax assistance sites include:

### **Carnegie Library of Pittsburgh Hill District Branch** (2177 Center Ave., 15219)

VITA site operates Sat., Feb. 7, 14 & 28; Mar. 14 & 28; Apr. 4 & 11; 10:30 am - 2:15 pm.

Additional help with Property Tax/Rent Rebate on Sat., Mar. 14 & 28 and Apr. 4 & 11 at 3 and 3:30 pm. By appointment; 412 281-3753.

### **Carnegie Library of Pittsburgh Homewood Branch** (7101 Hamilton Ave., 15208)

VITA site operates Sat., Feb. 14 - Apr. 4; 11 am - 2 pm. By appointment; 412 731-3080.

### **Carnegie Library of Pittsburgh Squirrel Hill Branch** (5801 Forbes Ave., 15217)

AARP site operates Feb. 3 - Apr. 14; Tues., Thurs. 12 pm - 3 pm, and Sat. 10 am - 3 pm. By appointment, call after Jan. 20; 412 422-9650.

### **City County Building** (Ross Street side, 2nd floor)

Volunteers complete federal and state returns as well as PACE and Property Tax/Rent Rebate; City of Pittsburgh employees complete city tax returns; operates Feb. 3 - Apr. 15; Mon.- Fri., 8 am - 3 pm (no returns started after 2:15 pm); first come first served, walk-ins only.

### **Chamber of Commerce Building**(411 7th Ave. Room 42)

PA Dept. of Revenue employees complete state returns and Property Tax/Rent Rebates; Mon. - Fri. 8:30 am - 4 pm; walk-ins only.

[Return to the top](#)

## Tax Forms

**Starting in 2015**, the federal tax forms outlet program (TFOP) will provide a limited number of forms only, no instructions or publications, to its library partners.

**All locations of The Carnegie Library of Pittsburgh will continue to provide access to downloadable and/or reproducible federal tax forms.**

There are 3 ways to secure instructions and extra forms:

**Call** 1-800-829-3676 and receive through the mail.

**Order online** at <http://irs.gov/orderforms> and receive through the mail.

**Download** at <http://irs.gov/Forms-&-Pubs> to print or save.

**Publication 17** is available as an epub in addition to the pdf file. This is the first place to look for answers to common tax questions.

Pennsylvania and City of Pittsburgh forms (downloaded from Jordan Tax Service) and instructions will be available at Downtown & Business. For availability of forms at other library locations or for forms for other municipalities please contact your library.

[Return to the top](#)

## United States - Federal Taxes

At 1040 Central find what you need to file your federal taxes:

Do you qualify for free e-filing? Check the IRS Free File providers or go to I Can! E-file, a web site created by the non-profit Legal Aid Society of Orange County (CA).

Are you eligible for the Earned Income Tax Credit?

Check the status of your return or refund.

Download or order forms and publications.

### Useful Hotline numbers to order federal forms and get tax help:

**1-800-829-3676** - IRS Forms and Publications Ordering

**1-800-829-1954** - IRS Refund Hotline

**1-800-829-1040** - IRS Tax Help Line for Individuals

**1-800-829-4933** - IRS Tax Help Line for Businesses

**1-877-777-4778** - National Taxpayer Advocate Help Line

## Pennsylvania - State Taxes

The Pennsylvania Department of Revenue's e-Services page includes links to:

Use PA Free File - free e-filing of PA state tax return.

Check the status of your return or refund.

Download or order forms and publications.

Get information on various individual and business taxes.

### Useful Hotline numbers for PA state forms and tax help:

**1-888-728-2937** - PA Tax Fact and Information Line (automated) - check status of return; order forms and publications

**1-717-787-8201** - PA personal income tax questions

**1-717-787-1064** - PA business tax questions

[Return to the top](#)

## Local Taxes

All employers are required to withhold local earned income tax from their employees, according to Act 32, Local Earned Income Tax Collection Reform Act. The Commonwealth of Pennsylvania Department of Community and Economic Development provides information on local taxes.

Local Earned Income Tax Residency Certification Form is the form that taxpayers must submit to their employer.

Find the EIT rates and PSD codes that correspond to your own and your employer's school district and municipality.

Jordan Tax Service, the municipal tax collector for the City of Pittsburgh and other localities, offers information on Act 32 for both taxpayers and employers.

City of Pittsburgh Department of Finance has forms and information for residents and businesses within the city limits.

Call **412-255-2524** for forms and **412-255-8822** for tax questions.

 [Return to the top](#)

## Related Tax Links

**Tax and Accounting Sites Directory** is a comprehensive index of web-based tax and accounting resources. The directory is designed to be a starting point for people who are searching for tax and accounting information, products, and services.

**Tax Analysts** Tax History Project is a website that traces the history of American taxation, a non-profit, non-partisan organization fostering open debate on federal, state, and international tax policy.

The **Internal Revenue Service** provides many different Tax Statistics for individual and business taxpayers, tax exempt organizations and more.

The **Transactional Records Access Clearinghouse (TRAC)** is a data gathering, data research and data distribution organization associated with Syracuse University. TRAC provides the American people -- and institutions of oversight such as Congress, news organizations, public interest groups, businesses, scholars and lawyers -- with comprehensive information about federal staffing, spending, and the enforcement activities of the federal government.

 [Return to the top](#)

Tax resources are available year round at Downtown and Business.

Don't forget to check the Catalog for an up-to-date selection of books, cds and dvds dealing with all aspects of taxation. Choose the Keyword option and use "income tax" as your search terms.

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## Free to the People Since 1895

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[www.pafreefile.com](http://www.pafreefile.com)