DO-IT-YOURSELF

If you have **access to the internet** via computer, tablet or smart phone, you can do your own taxes with phone support from a volunteer. Visit [GetYourRefund.org/PierceWA](http://GetYourRefund.org/PierceWA) for more info.

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NO-CONTACT

If you have access to the internet via computer, laptop or smart phone, and can **send copies of your documents electronically** (phone photos OK), a volunteer can do your taxes for you remotely. Visit [GetYourRefund.org/PierceWA](http://GetYourRefund.org/PierceWA) for more info.

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LIMITED CONTACT

If you do not have access to the internet, there will be some **in-person locations** where you will complete an intake and drop off your documents or have them scanned. Face masks and adherence to CDC safety guidelines will be required. After dropping off your documents, you may have to return at a later time or date to pick up the finished tax return. **See reverse side for more info.**
MAKE AN APPOINTMENT

- All in-person tax services are by appointment only. Taxpayers without an appointment will be turned away. Please call the number for the tax site to make an appointment.
- Phone lines for sites are operated by volunteers and it may take several tries to reach someone or get a return call after leaving a voicemail.
- Tax returns cannot be completed without the proper documents (see What do You Need?)
- Face masks are required to receive in-person services
- Most in-person sites will be drop-off only. Tax returns may not be filed that day.
- Please do not bring children to the appointment
- For faster service, please visit GetYourRefund.org/PierceWA for remote tax help

WHAT DO YOU NEED?

Identification
- **Required:** Social Security Card or ITIN letter for ALL family members
- **Required:** Photo ID for primary taxpayer (& spouse, if married)
- Your spouse, if married filing jointly
- Bank account information for direct deposit

Income and Benefits
- W-2 form for each job worked
- 1099 forms for other income (interest, dividends, unemployment, SSA, retirement, 1099-Misc., etc.)
- Form 1095A if you purchased health insurance through WA Healthplanfinder or Healthcare.gov
- Information about any Economic Impact (stimulus) payments you received

Expenses
- Childcare expenses and provider name, address and tax ID number
- Mortgage and real estate taxes if you own a home
- Higher education expenses
- Business expenses, if self-employed
- Charitable donation receipts (may be deductible even if you do not itemize)

VOLUNTEER INCOME TAX ASSISTANCE SITES
For taxpayers with incomes up to $57,000

Associated Ministries (Tacoma)
Wednesdays 3—6pm
253-370-0626

Tacoma Housing Authority at Salishan (Tacoma)
Saturdays 9am—12pm
253-370-0626

Sumner VFW (Sumner)
Saturdays 10am—4pm
253-720-8033

AARP FOUNDATION TAX-AIDE SITES
For taxpayers ages 55 and up

Buckley Senior Center (Buckley)
Wednesdays and Fridays 9am—3pm
253-693-8731

Bethany Baptist Church (Puyallup)
Tuesdays and Thursdays 10am—2pm
253-693-8731

Pt. Defiance Ruston Senior Center (Tacoma)
Fridays and Saturdays 9am—3pm
253-693-8731