



United Way of Greater
Richmond & Petersburg

Tax Assistance Program

FREE Tax Preparation



Get your taxes done for free!

Through the Volunteer Income Tax Assistance Program, United Way has made it possible for anyone earning up to \$67,000 in 2024 to get their taxes done for free!

IRS-certified tax preparers and volunteers are ready to assist you. You could be eligible for more in your tax return when you claim the Earned Income Tax Credit and Child Tax Credit.

Tax sites may require an appointment. Masks may be required. Call the phone number listed or visit

www.YourUnitedWay.org/tax-assistance for up-to-date information.

Empowering Neighbors, Inc.
hosted at Shiloh Baptist Church

106 South James Street
Ashland, VA 23005

BY APPOINTMENT ONLY:
804-223-0551

February 4 to April 12

Tuesdays 4:00pm to 8:00pm

Saturdays: 9am to 1pm

For more
information,
scan this QR
code with your
smart phone
camera!



TAX PREPARATION CHECKLIST:

1. Personal Information

Bring ALL Documents

- Valid Picture ID
- Taxpayer Identification Number:** Social Security Card, Social Security number verification letter or Individual Taxpayer Identification Number

2. Proof of Income

Bring ALL Documents That Apply

- W-2s** for all jobs last year
- 1099s** for any other income received last year
1099 R, 1099 NEC, 1099 MISC and Social Security Statement
SSA 1099, 1099K
- Statements for prizes, scholarships/fellowships or lottery/gambling winnings**

3. Proof of Health Insurance

Bring ALL Documents That Apply

- 1095-A** if you had coverage through the HealthCare.gov (Obamacare)

4. Additional Items

Bring ALL Documents That Apply

- Checking and Savings Account Information** to have your refund directly deposited to your account
- Child Care Expenses:** Provider's Address and Federal Tax ID #
- Homeowners:** Mortgage Statements and Property Tax Bills
- Education:** College Tuition and Loan Statements
- Alimony:** Paid or Received
- Notices:** Bring any notice (IRS, State Tax, Health Insurance or anything that says "IMPORTANT TAX DOCUMENT")

IRS Notice 6419 Total Advance Child Tax Credit (AdvCTC) Payments
IRS Notice 6475 Your Third Economic Impact Payment
**This only applies for prior year returns (2021, 2020)*

At Home Option

Connect with IRS-certified volunteers from the safety of your home. Our team of volunteers will prepare your return while communicating with you through the entire process. Scan the QR code, email us at tax@yourunitedway.org, or visit www.YourUnitedWay.org for more information.