



WANT HELP WITH YOUR TAXES?

Have your 2016 tax return prepared for free by UVA Law School, Darden, and Madison House student volunteers, certified by the IRS.

Tax preparation services will run from January 30 to April 18, except March 6–March 12 due to spring recess, at the following locations:

University Human Resources
918 Emmet Street

Monday–Thursday: 5:30–8:00 p.m.

Saturday: 10:30 a.m.–1:00 p.m.

University Medical Center

999 Grove Street

Monday–Thursday: 5:30–8:30 p.m.

Please note: Appointments required. Make an appointment online at www.cvilletaxaid.org.

WHO'S ELIGIBLE:

All UVA employees (including wage, part-time, and Medical Center) who meet the following criteria:

- Only need to file a state return in Virginia
- Earn \$55,000 or less annually. The \$55,000 income limit includes your spouse's income.
- Do not have rental income
- Are U.S. citizens or permanent residents

Please note: If you want to file a “married filing jointly” return, both spouses must be present.

WHAT TO BRING:

- Government issued photo ID
- Valid Social Security cards for the taxpayer, spouse, and all dependents
- Wages and earning statements: W-2s, W-2G, 1099-R, 1099-Misc from all employers and unemployment compensation
- Interest and dividend statements from banks (Form 1099)
- Health insurance Statements (Forms 1095-A, 1095-B, and/or 1095-C)
- Health insurance Exemption Certificate, if received
- Daycare expenses paid in 2016 and the daycare provider's name, address, and tax identifying number
- Proof of bank account routing and account numbers (such as a blank check) for direct deposit of refund
- Copy of 2015 Federal/State returns, if available

Please note: All required documentation listed above must be brought or your tax return will not be able to be prepared at your appointment.

QUESTIONS? Please call 434.972.1703.



Human Resources