



UIW-VITA Special Preparation Day for UIW Faculty, Staff and Employees

UIW-VITA has set aside a special day for the preparation of 2016 tax returns for **UIW faculty, staff and employees**. In order to better assist you, and to not occupy your time, this will be a special drop off day in which you can drop off your tax information and we will complete your return while you are working.

Date: Friday, February 10th, 2017

Location: JB 126

Time: Drop offs begin at 9:30AM till 11:30AM
Live Preparations begin at 10 AM till 2pm

Eligibility:

- Income under \$60,000
- Not filing Married Separately
- Must be eligible to file a US 1040, 1040A or 1040EZ tax return

Will Prepare:

Wages, salaries, etc. (Form W-2)	Itemized Deductions <i>limited</i>
Interest Income (Form 1099-INT)	Education Credits (Form 1098-T)
Dividends Received (Form 1099-DIV)	Child Tax Credit
Unemployment Benefits (Form 1099-G)	Earned Income Credit
IRA Distributions (Form 1099-R)	Affordable Health Care Statements (must provide Forms 1095-A)
Pension Income (Form 1099-R, RRB-1099, CSA-1099)	
Social Security Benefits (SSA-1099)	

Will Not Prepare

Simple Capital Gain/Loss, sales of stock (Form 1099-B)
Self-employed Income (Form 1099-MISC)
Cancellation of Debt (Form 1099-C)
Health Savings Accounts distributions or contributions (Form 1099-SA)

What to Bring

All income forms, including W-2s, 1099s, etc.
Information for all deductions/credits
A copy of last year's tax return, if not prepared at UIW-VITA site
Proof of account for direct deposit of refund
Social Security cards or Individual Taxpayer Identification notices/cards for you, your spouse, and/or dependents
Proof of identification for yourself and/or your spouse

NOTE:

If Married Filing a Joint Return & electing to file electronically, you and your spouse will be required to return on Saturday Morning to pick up your return and sign all necessary forms.

Additional Information is available at: UIWVITA.com