

Q: What is the Volunteer Income Tax Assistance program?

A: The VITA program offers free, on-site tax preparation and filing support at locations worldwide. Sites are both on and off the installation and can typically be found at an installation's Volunteer Income Tax Assistance location or Legal Assistance office.

Q: Why should I use this service?

A: This is a benefit of your military service that can save you a good deal of money. Not only are tax preparation and services at no cost, but the tax volunteers' expertise in military deductions and credits may help you find ways to save even more.

Q: Who runs this program?

A: The program is run by the Armed Forces Taxes Council and serves as the main Internal Revenue Service outreach for military personnel and their families.

Q: What tax services are available at a location?

A: Services vary, depending on whether the location provides full- or self-service tax preparation. You may be able to:

- Self-file using MilTax software at kiosks and work at your own pace — with trained help nearby if you need it.
- Have the services of IRS-trained volunteers to prepare and file your taxes.
- Arrange to drop off your paperwork with a volunteer and come back to e-file when your return is ready.

For more information, call your local site or contact Military OneSource at 800-342-9647.

Q: How are volunteers trained?

A: Volunteers receive specialized training from the IRS on military tax issues, such as combat zone tax benefits, extensions of time to file and pay, special rules for the earned income tax credit and other situations that often arise as part of military life.

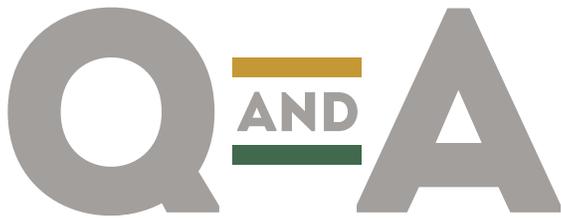
Q: Who can use these services?

A: These services are available for military personnel and their dependents. Military retirees and their dependents can also receive free tax consultation and preparation services at a Volunteer Income Tax Assistance location. They can self-file using MilTax software up to one year after separation.

Q: Who can file my completed return?

A: Tax volunteers are allowed to help you complete your return, or you can file yourself at a MilTax kiosk. Talk to a tax professional for more information about your e-filing options.





Q: If I want to have my taxes prepared, what should I bring with me?

A: You'll need:

- Valid photo identification
- Social Security cards for the taxpayer, their spouse, and dependents, if applicable
- Birth dates for primary and secondary earners and dependents on the tax return
- Wage and earning statements (W-2, W-2G, and 1099-R forms) from all employers
- Interest and dividend statements from banks (1099 forms)
- Bank routing numbers and account numbers for direct deposit of your refund
- Statements related to mortgages and homestead expenses (or rental property expenses to include insurance and property management)
- Work-related materials and expenses (that have not been reimbursed by your employer, including mileage information and vehicle maintenance)
- Documentation of donations and charitable expenses
- Other relevant data about income and expenses (information about move-related expenses that were not reimbursed, home remodeling expenses, total amount paid for day care (with your day care provider's identifying number, tax ID or Social Security number), and utility costs that may be eligible for tax credits)
- Last year's federal and state returns, if available. (They're not necessary, but they're extremely helpful.)

Q: Where can I find my nearest location?

A: Military OneSource has an online search tool to help you find VITA locations on military installations. Find it at <https://www.militaryonesource.mil/vita-location-lookup/>.

Q: When are these locations open?

A: Locations are generally open from mid-January to after April 15. Some offices remain open a few months longer. Hours vary, so call ahead to check on hours and whether you need an appointment.

For more information about the Volunteer Income Tax Assistance program, eligibility, MilTax software or other military tax services, call the tax consultants at Military OneSource: **800-342-9647**.

