

FREE TAX PREPARATION SERVICES



APPOINTMENT ONLY LOCATIONS

CLUES Minneapolis
720 East Lake Street
Minneapolis, MN 55407

Tuesdays
Jan. 26th - April 12th, 2016
4pm - 7pm

CLUES Saint Paul
797 East 7th Street
St. Paul, MN 55106

Thursdays
Jan. 28th - April 14th, 2016
4pm - 7pm

CLUES Aging Well Center
882 South Robert Street
West St. Paul, MN 55118

Thursdays
Feb. 4th - April 14th, 2016
1pm - 3pm

WALK-IN ONLY LOCATIONS*

Prairie Seeds Academy
6200 West Broadway Ave.
Brooklyn Park, MN 55428

Thursdays
Feb. 4th - April 14th, 2016
4pm - 7pm
**Site closed March 31st*

North West Family Service Center
7051 Brooklyn Blvd.
Brooklyn Center, MN 55429
2nd floor - Hennepin Co. Service Center

Fridays
February: 12th / 26th
March: 11th / 25th
April 8th
9am - 12pm

Our Lady of Guadalupe Church
401 Concord Street
West St. Paul, MN 55107

Fridays
Feb. 5th - April 8th, 2016
3pm - 6pm
**Site closed March 25th*

El Centro Latino Sagrado Corazon
3800 Pleasant Ave. S.
Minneapolis, MN 55409
38th St. cafeteria entrance

Saturdays
Jan. 30th - April 9th, 2016
9am - 12pm

*Walk-in locations are subject to a maximum capacity allowed per day of service. Services are provided on a first come, first serve basis.



INCOME LIMITS: \$30,000 FOR INDIVIDUALS / \$54,000 PER FAMILY

CALL ONE OF OUR TWO LOCATIONS TO SCHEDULE YOUR APPOINTMENT:

612.746.3500
CLUES Minneapolis

651.379.4200
CLUES St. Paul

**COMUNIDADES LATINAS
UNIDAS EN SERVICIO**

Tax related questions:
612.746.3525 • taxes@clues.org

The services provided are part of the IRSVITA program. Some limitations may apply.



Service made available through a grant provided by the State of Minnesota.

WHAT DO I NEED TO BRING WITH ME?

1 IDENTIFICATION

- ❑ Photo ID
- ❑ Social Security card or Individual Tax Identification Number (ITIN)
- ❑ Birthdates and Social Security cards for everyone listed on the tax form.



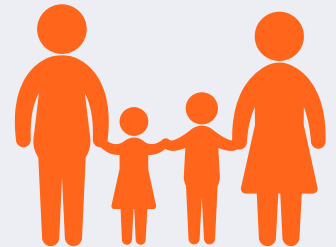
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INCOME / PUBLIC BENEFIT STATEMENTS

- ❑ All 2015 Income Statements: **W-2, W-2G, or 1099-R**
- ❑ Year-end income for additional benefits. (MFIP, SSI, MSA, GA etc.)
- ❑ MNsure Health Insurance (**1095-A**)

3 EDUCATION CREDITS & ADJUSTMENTS

- ❑ Receipts for dependents' K-12 educational expenses
- ❑ Tuition expenses for higher education (**1098-T**)
- ❑ Interest paid on student loans (**1098-E**)



3

4 ITEMIZED DEDUCTIONS

- ❑ Receipts and proof for charitable donations, medical expenses, and Mortgage interest statement (**1098**)

4

5 CHILD EXPENSES

- ❑ Child care expenses provider name, address, tax ID or Social Security number

5

6 PROPERTY TAXES

- ❑ Owner: 2016 Property Tax Statements and Mortgage Interest Paid
- ❑ Renter: Certificate of Rent Paid (CRP)

6



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ADDITIONAL DOCUMENTS

- ❑ Last year's Tax Returns
- ❑ Direct deposit information: (voided check or routing & account number)
- ❑ Verification of Health Insurance for each person listed on the return.