

**Sites will close for inclement weather.**

**There will be NO mail-in preparation this year.**

**Notice- Volunteers will NOT prepare:**

- Schedule C- Profit or Loss from a Business with expenses over \$35,000
- Complicated and Advanced Schedule D (capital gains & losses)
- Schedule E (Rents and Royalties)
- Schedule F
- Returns with virtual currency
- Form 8615 (Minor's Investment Income)
- Returns for clients currently involved in a bankruptcy proceeding

**Documents needed:**

- W-2 forms from all 2023 jobs
- All 1099's
  - 1099-G- unemployment benefits or a state refund in 2023
  - 1099-INT- interest received from a financial institution, or the year-end statement showing any interest
  - Any other 1099 forms including SSA-1099 (Social Security), 1099-DIV, 1099-MISC, and 1099-NEC
  - 1099R- distributions from annuities, IRA's, retirement plans, pensions, etc.
- 1095 (health insurance forms)
- 1098 (tuition)
- Any IRS notices received in 2023 for any person on the tax return, and any current protection PIN numbers, if assigned
- W-2G (Gambling income)
- 2023 Property Tax statement or receipt if claiming Homestead Credit
- If itemizing deductions- include medical expenses including insurance, property tax for home and car, mortgage interest and charitable donations

# Free Income Tax Assistance

(for individuals and families with low-moderate incomes)



**2024 Shawnee County Sites  
Open January 31 - April 15**

**Site hours/days/procedures are subject to change. Please check the KSRE-Shawnee County website for updates  
[Shawnee.k-state.edu](http://Shawnee.k-state.edu)**

**Questions? Call a VITA  
volunteer at  
785-213-6564  
(After January 17)**

**Please leave a message if your call is not answered and someone will get back with you**

## Free Income Tax Assistance Sites

<b>VITA</b> <i>Sites vary in the scope of returns completed. Site coordinators have the final decision over scope.</i>	<b>AARP</b>	<i>AARP's focus is for seniors.</i>
<b>CRC CARE Center at Lundgren</b> , 1020 NE Forest Avenue <b>By appointment or walk-in</b> – call 785-969-9951 Call after Wednesday, January 17 <i>(Site opens Feb. 5)</i>  <b>Site open Mondays and Wednesdays 9:00-3:00</b>	<b>Jayhawk Area Agency on Aging</b> , 2910 SW Topeka Blvd. <b>By appointment only, No walk-ins</b> – call 785-235-1367  <i>(Site opens Feb. 5)</i>	
<b>North Topeka VITA</b> , 1620 Northwest Gage (East of Skinners) IBEWLU 226 Building <i>(Site opens Feb. 2)</i>  <b>4:00 pm to 7:00 pm Wednesdays and Fridays</b> <b>(sign up begins when the doors open at 4:00 pm)</b>	<b>Avondale East Community Center</b> , 455 SE Golf Park Blvd <b>By appointment only, No walk-ins</b> - call 785-233-1365  <i>(Site opens Jan. 31)</i>	
<b>Rossville Community Library</b> , 407 N. Main Street, Rossville 1 <sup>st</sup> Saturday in Feb., March, April - 9:00 am to 2:00 pm OR <b>Drop off during library hours</b> Call 785-584-6454 for info.		
<b>Topeka &amp; Shawnee Co. Library</b> , 1515 SW 10 <sup>th</sup> <b>By appointment or walk-in</b> - call 785-969-9951  Call after Wednesday January 17  <b>Site open Tuesdays 5:30 PM to 7:30 PM</b> <b>Thursdays 9:00 AM to 6:00 PM</b>  <i>(Site opens Feb.1)</i>		

**For questions after April 15 call 785-232-0062**



The Asset Building Coalition of Shawnee County expresses thanks to the community partners who support the free tax sites by offering space, computers, printers, and supplies. Those partners include each of the tax sites listed in this flyer as well as K-State Research & Extension - Shawnee County and the United Way of Greater Topeka. To find free tax sites outside of Shawnee County call the IRS at 1-800-906-9887.



United Way  
of Greater Topeka

K-State Research and Extension is committed to providing equal opportunity for participation in all programs, services and activities. Program information may be available in languages other than English. Reasonable accommodations for persons with disabilities, including alternative means for communication (e.g., Braille, large print, audio tape, and American Sign Language) may be requested by contacting the event contact Susan Fangman before March 25, 2023 at 785-232-0062 ext. 103 or [sfangman@ksu.edu](mailto:sfangman@ksu.edu). Requests received after this date will be honored when it is feasible to do so. Language access services, such as interpretation or translation of vital information will be provided free of charge to limited English proficient individuals upon request.

**Kansas State University Agricultural Experiment Station and Cooperative Extension Service**

K-State Research and Extension is an equal opportunity provider and employer.