

# FREE TAX PREP

## File Your Tax Return With Us

**Get the refund and credits you've earned:  
File your tax return for free with United Way**

A tax refund can mean repairing a car, keeping up with your rent or mortgage, or making a tuition payment. Get help preparing and filing your taxes for free at one of our many tax preparation sites across Greater Cincinnati.

 **Fairfield Community Arts Center**  
411 Wessel Drive, Fairfield, Ohio 45014

 Appointments available  
Feb. 4 - April 15 (Closed March 11)  
Wednesdays, 5:30-8 p.m.

 **Fairfield Freshman School**  
8790 Gilmore Road, Fairfield, Ohio 45014

 Appointments available  
Feb. 7 - April 11  
Saturdays, 9 a.m.-1 p.m.

## File On Your Own

**MY  
FREE  
TAXES**<sup>®</sup>

Save time by self-filing for free online at [MyFreeTaxes.com](https://www.MyFreeTaxes.com). Unlike other “free” filing tools, you can file your entire return — including your state return — at no cost. MyFreeTaxes.com is mobile-friendly and has support staff available to answer questions. **File online for free at MyFreeTaxes.com.**

### What to Know:

- Households earning less than \$84,000 per year are eligible to have their taxes prepared and filed for free by IRS-certified volunteers.
- Many working families are also eligible for the Earned Income Tax Credit, which can increase refunds by up to \$8,000.
- Translation services are available during tax appointments.
- Tax prep can last several hours; both spouses must be present for those filing jointly.

### Walk-in Service Only

Customers at this location are seen on a first-come, first-served basis. Due to limited volunteer capacity, it is possible that the number of clients helped will be capped on any given day.

To find a full list of tax sites, call 211 or visit [uwgc.org/taxes](https://www.uwgc.org/taxes).

# What to Bring to Your Free Tax Appointment



Please bring the following documents, if applicable.

Occasionally, you might need a document not on this list. If it says "tax," bring it!

## Who should attend the appointment

- If married, filing jointly: Both spouses must be present.
- Dependents do not need to be present unless they are filing their own returns.

## Identification

- Photo identification (original): Driver's license, state ID, school ID, or military ID for you and your spouse (if filing jointly).
- Social Security cards or ITIN letters for you, your spouse, and all dependents.
- Identity Protection PIN (IP PIN) issued by the IRS for 2026.

## Tax Documents

- Last year's tax return (recommended for VITA sites; required for AARP tax sites).
- All W-2 forms from employers.
- Notices from IRS or state tax agencies.
- Form 1095-A (Health Insurance Marketplace statement) if applicable.
- Form 1099-SA (distributions from an HSA) if applicable.
- All 1099 forms, including but not limited to:
  - 1099-INT (interest income)
  - 1099-DIV (dividends)
  - 1099-R (retirement income)
  - 1099-SSA (Social Security benefits)
  - 1099-MISC (miscellaneous income)
  - 1099-K (third-party payment processing income)
  - 1099-NEC (non-employee compensation)
  - 1099-G (unemployment income, state refund)

## Other Income

- Self-employment / gig work income (including cash)
- App-based work (DoorDash, Uber, Lyft) statements
- Cash tips (not reflected on W-2)
- Gambling winnings (W-2G if provided)
- Form 1098-T (tuition statement), scholarships or fellowship grants used for living expenses
- Foreign income
- Other income not reported on a W-2 or 1099

## Direct Deposit Information

- Bank routing number and account number, or voided check (preferred)

## Expense and Deduction Information (if applicable)

- If self-employed, listing of all business expenses (including car information and business miles driven)
- Overtime paid, overtime hours worked and rate paid, or final paystub if information is included
- Interest paid and vehicle information for new vehicles purchased in 2025
- Total paid to day care or child care provider, plus provider's name, address, and tax ID number (EIN or SSN)
- Energy-efficient home improvement receipts (if claiming credits)
- Form 1098-E (Student Loan Interest Statement)
- Mortgage interest (1098) and property tax statements
- Contributions to retirement accounts (Form 5498)
- List of medical expenses if above \$2,000 total
- Records of charitable donations

## For Prior-Year Returns

- Copies of all income documents or IRS transcripts and state transcripts, if applicable.