

# Claim Your Money

You could be eligible for up to **\$6,000** or more in your tax refund when you claim the **Earned Income Tax Credit** and **Child Tax Credit**



## 3 EASY STEPS

1

### Find a FREE tax site\*

Go to [irs.treasury.gov/freetaxprep](https://irs.treasury.gov/freetaxprep) or call **800-906-9887**.

2

### See if you qualify

Find out how much you may receive at [eitc outreach.org/help](https://eitc outreach.org/help).

3

### File your taxes

Visit a free site by April 15 to file your taxes and receive your money in a tax refund.

\*You can still claim the tax credits if you cannot find a free tax site near you.

### ***When will you file your taxes?***

Date:

Time:

Location:

Phone:

For more information, go to [eitc outreach.org/help](https://eitc outreach.org/help) or call the IRS at **1-800-829-1040**.

GET IT  
BACK

# TAX PREPARATION CHECKLIST

Bring 2016 documents for you and each person in your household

## 1. PERSONAL INFORMATION

Bring **all** documents below

- Valid picture ID**
  - Taxpayer Identification Number:** Social Security Card, Social Security Number verification letter, or Individual Taxpayer Identification Number
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## 2. PROOF OF INCOME

Bring **all** documents that apply

- W-2s** for all jobs last year
  - 1099s** for any other income received last year
  - Statements for prizes, scholarships/fellowships, or lottery/gambling winnings
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## 3. PROOF OF HEALTH INSURANCE

Bring **all** documents that apply

- 1095-A** if you had coverage through the Health Insurance Marketplace
  - 1095-B** or **1095-C** if you had other kinds of insurance or coverage
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## 4. ADDITIONAL ITEMS

Bring **all** documents that apply

- Checking and savings account information** to have your refund directly deposited
- Tax return** from last year, if available
- Child care expenses:** provider's address and federal tax ID #
- Homeowners:** mortgage statements and property tax bills
- Education:** college tuition and student loan statements
- Alimony** paid or received
- Notices:** IRS, state tax, Health Insurance Marketplace, or anything that says "IMPORTANT TAX DOCUMENT"