

VITA

VOLUNTEER INCOME TAX ASSISTANCE CLINIC



FREE INCOME TAX PREPARATION

Services Offered For Veterans

If you are a member of the armed forces or a veteran, the CSUN VITA Clinic's professionally trained volunteers can prepare and electronically file your federal and state income tax return at no cost. Our services include:

- Tax preparation for current and prior years
 - Individual taxpayer identification number applications (ITIN/W-7 Application)
 - Amended tax preparation
 - Consultation for letters from the IRS and California Franchise Tax Board
- We do not provide services for:**
- Households with income exceeding \$56,000
 - Married Filing Separately
 - Gambling winnings
 - Business operating at a loss

What To Bring

- Proof of identification for yourself and, if married, your spouse. Both spouses must be present.
- Social Security cards or Individual taxpayer identification cards (ITIN) or notices for all listed on the return.
- Birthdates for you, your spouse, and any dependents on the return.
- All W-2, 1099, and 1098 forms
- Deduction and credit information
- Total daycare payments and Provider's tax ID
- Forms 1095-A, 1095-B, or 1095-C when applicable
- Last year's tax return
- Direct deposit information

When Will We Be Open

CSUN VITA VIP program operates 4 sites dedicated exclusive to serve veterans and their families at the following locations:

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| • U.S. VETS CENTER, INGLEWOOD
733 S. Hindry Ave. Inglewood, CA 90301
Cafeteria on the first floor. | Saturday 10AM - 2PM | • VETERAN AFFAIRS, WEST LA CENTER
11301 Wilshire Blvd. Los Angeles, CA 90073
Volunteer Services - Hospital Building (Bldg 500 - Room 1630) | Monday 10AM - 2PM |
| • VETERAN AFFAIRS, SEPULVEDA CENTER
16111 Plummer St. North Hills, CA 91343
Volunteer Services Building | Friday 10AM - 2PM | • BOB HOPE PATRIOTIC HALL
1816 S Figueroa St. Los Angeles, CA 90015 | Thursday 11AM - 3PM |

How To Contact

Please schedule appointments by calling (818) 677-3600.
Email csu5vita@csun.edu or visit our website vita.csun.edu



CSUN VITA

VETERANS HELPING VETERANS

ABOUT THE INITIATIVE

The **CSUN VITA Clinic** is continuing an innovative partnership to provide outstanding free tax preparation services and training in taxation to Los Angeles County's veteran population. Offered at multiple locations throughout Los Angeles County, the free services will empower veterans to serve their fellow veterans as IRS Tax Law Certified Volunteers throughout the 2020 tax season

ABOUT YOUR ROLE

The **CSUN VITA Clinic** is looking to recruit, train and supervise up to 25 veterans who would like to serve as volunteer tax preparers in one of the clinic's sites during the 2020 tax season. Each Veteran Tax Fellow will be provided with free access to the **CSUN VITA Clinic's** educational training (approximately 32 hours of on-line and in- class training to take place in January) to become an IRS Tax Law Certified Volunteer. Once certified, the Veteran Tax Fellow will be deployed to one of the sites throughout Los Angeles.

ABOUT THE BENEFITS TO YOU

- Impact the veteran community by helping and empowering low-income veterans to become financially resilient.
- Become an IRS Tax Law Certified Volunteer.
- Obtain skills and knowledge to prepare your own tax return.
- Acquire valuable client interviewing skills.
- Develop your oral communication and leadership skills.
- Flexible hours of operation, six days a week.
- Become eligible to work part time at the CSUN VITA Clinic at \$15 per hour with up to 8 paid shifts.

ABOUT HOW TO CONTACT US

To be considered to become a Veteran Tax Fellow, please complete the application found here

<https://tinyurl.com/sxwxqkc>. The application can also be found at vita.csun.edu.

Our staff will be happy to answer any questions at csu5vita@csun.edu

