



Trusted,  
Professional  
Filing

Use **NYC Free Tax Prep** to file for free and keep your whole refund.



### For families





Income of \$68,000 or less in 2020.



### For single filers

Income of \$48,000 or less in 2020.

Work with a knowledgeable IRS certified VITA/TCE volunteer preparer to complete an accurate tax return. Choose the way that works for you:

-  **Virtual Tax Prep\*** It's In-Person Tax Prep but online!
-  **Assisted Self-Prep\*** Do your own taxes online using free filing software but phone or email a volunteer for help.
-  **Drop-off Service<sup>†</sup>** Drop off your tax documents and pick up the completed return later.
-  **In-Person Tax Prep<sup>†</sup>** Sit down with a volunteer preparer.

For more information, visit [nyc.gov/taxprep](https://nyc.gov/taxprep) or call 311 and ask for tax preparation assistance.

## What you need to file:



### Identification

- Government-issued photo ID (includes IDNYC)
- Social Security cards or Individual Taxpayer Identification Number determination letters (original, copy, or electronic document) and birth dates for you, your spouse, and your dependents



### Proof of Income

- Forms W-2, 1098, 1099, or income and expense records if you are self-employed (Go to [nyc.gov/taxprep](https://nyc.gov/taxprep) for a list.)



### Other

- 2019 tax return or transcript (required for Assisted Self-Prep)  
*To request a transcript, call the Internal Revenue Service (IRS) at 1-800-908-9946 or visit [irs.gov](https://irs.gov) and search "Get Transcript."*
- Form 1099-G if you received unemployment insurance at any point during 2020  
*To obtain a form, visit [dol.ny.gov](https://dol.ny.gov) and search "1099-G."*
- Form 1095-A if you, your spouse, or dependents enrolled in a health insurance plan through the Health Plan Marketplace
- Payment records for child care, including the provider's name, address, and Employer Identification Number, Taxpayer Identification Number, or Social Security number
- Records of educational expenses such as Form 1098-T for tuition payments to attend a university or technical college or Form 1098-E if you paid student loan interest
- Account and routing numbers for direct deposit of your refund

**If you are filing a joint return, both spouses must sign.**



Bill de Blasio  
Mayor

Consumer and  
Worker Protection

Lorelei Salas  
Commissioner

\*Online services are safe and reliable.

<sup>†</sup>Due to COVID-19, in-person services may change. Check the website and 311 for updates.