

UNITED WAY OF WEST FLORIDA

# VOLUNTEER INCOME TAX ASSISTANCE

FILE YOUR TAXES FOR FREE!

United Way of West Florida offers free tax assistance programs for individuals and families with low to moderate income.

In 2023, our local VITA program completed 735 tax returns, saving taxpayers over \$161,000 in preparation fees and bringing over \$880,000 in tax refunds back to Escambia and Santa Rosa counties!

## 2024 SITES AND DATES

**VITA assistance is provided by appointment! Visit [uwwf.org/taxhelp](http://uwwf.org/taxhelp) to get started or scan the qr code below to set up your appointment.**

### PSC(Main Campus)

**Dates:** Feb. 5 to Feb. 16 | Feb. 26 to Mar. 8 | Mar. 18 to Mar. 24 | Apr. 8 to Apr. 15

**Times:** Tues. 10 am to 6 pm, Wed. 2 pm to 6 pm,  
Thurs. 10 am to 4 pm

### PSC (Milton Campus)

**Dates:** Feb.19 to Feb. 25 | Mar. 11 to Mar. 17 | Apr. 1 to Apr. 7

**Times:** Tues. 10 am to 6 pm, Wed. 2 pm to 6 pm, Thurs. 10 am to 4 pm

### PSC (Warrington Campus)

**Dates:** Wed. starting Feb. 7

**Times:** 10 am to 3 pm

### Florida Blue

**Dates:** Feb. 10, Feb. 17, Mar. 9, Mar. 23, Apr. 6

**Time:** 10 am to 3 pm

### Goodwill Gulf Coast

**Dates:** Fri. starting Feb. 9

**Time:** 10 am to 2 pm

If you have any questions about the program or are unable to set up an appointment on your own, please reach out to [vita@uwwf.org](mailto:vita@uwwf.org) or call (850)912-8245.



PROGRAM  
SPONSOR:



## WHAT TO BRING YOUR VITA TAX APPOINTMENT

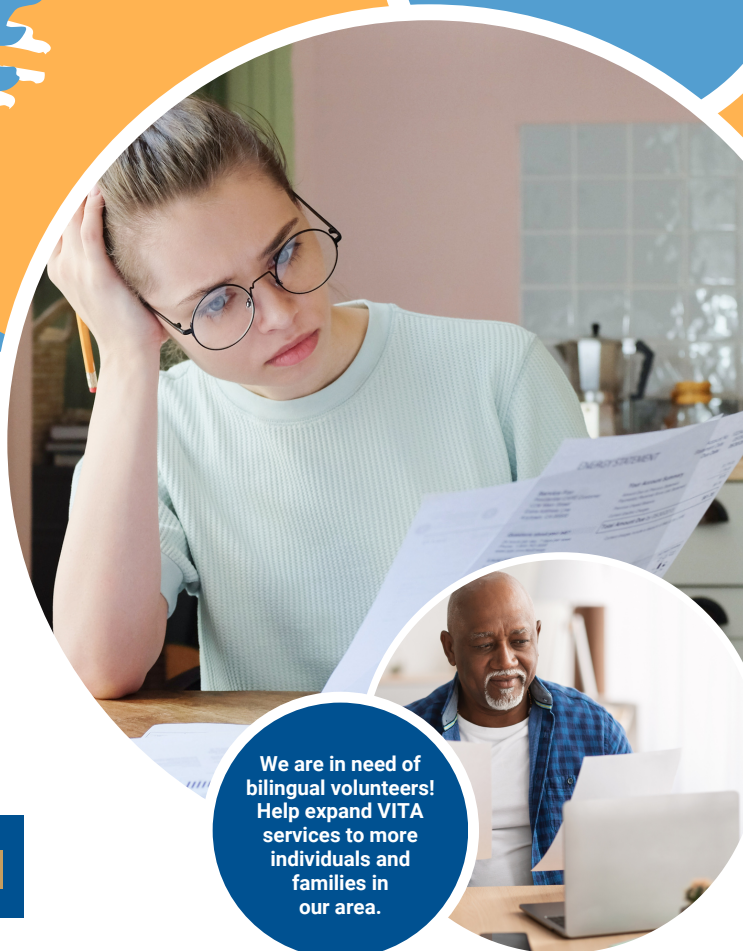
- Proof of identification (photo ID)
- Social Security cards for you, your spouse, and dependents
- An Individual Taxpayer Identification Number (ITIN)
- Proof of foreign status, if applying for an ITIN
- Birth dates for you, your spouse, and dependents on the tax return
- Wage and earning statements (Form W-2, W-2G, 1099-R, 1099-Misc) from all employers
- Interest and dividend statements from banks (Forms 1099)
- Health Insurance Exemption Certificate, if received
- A copy of last year's federal and state returns, if available
- Proof of bank account routing and account numbers for direct deposit such as a blank check
- To file taxes electronically on a married-filing-joint tax return, both spouses must be present to sign the required forms
- Total paid for daycare provider and the daycare provider's tax identifying number such as their Social Security number or business Employer Identification Number
- Forms 1095-A, B, and C, Health Coverage Statements
- Copies of income transcripts from IRS and state, if applicable

# HELP REVITALIZE OUR COMMUNITY



If you have a desire to give back to the community in a meaningful way, we invite you to become a volunteer for United Way of West Florida's VITA (Volunteer Income Tax Assistance) Program!

The VITA Program provides tax preparation assistance to individuals and families in Escambia and Santa Rosa counties with low to moderate income. This service is **100% free** to those that come to our sites for income tax preparation.



We are in need of bilingual volunteers! Help expand VITA services to more individuals and families in our area.

## BENEFITS TO VOLUNTEERING



Flexible volunteer hours



Learn a new skill that will serve you for a lifetime



Local tax preparing sites



Receive IRS certification as a volunteer tax preparer



Rewarding experience directly assisting our neighbors in need.



Resume builder

## DID YOU KNOW?

2023 tax season



735

tax returns filed by VITA volunteers for FREE!

\$161,000

saved by individuals and families in tax return fees

571 hours

volunteer hours logged, including training time

**\$883,652 in refunds brought back into our community!**

## GET STARTED

Learn more and sign up to be a VITA volunteer at [uwwf.org/vita](https://uwwf.org/vita).

If you have any questions about VITA please contact [mike.eveland@uwwf.org](mailto:mike.eveland@uwwf.org).

