

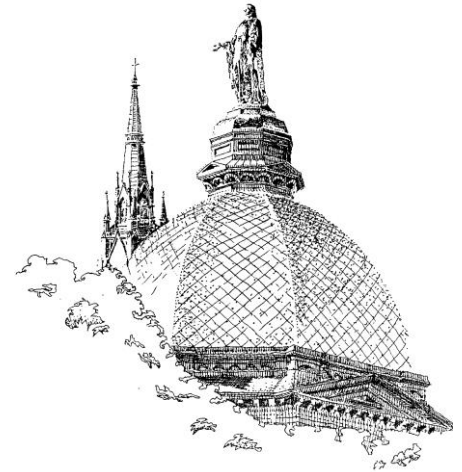
# TAX ASSISTANCE PROGRAM

Notre Dame Center for Arts and Culture  
Community Relations Department  
1045 W. Washington St., South Bend

Every Monday beginning February 22 through April 18, 2016  
between 5:30 p.m. and 7:30 p.m.  
*“No appointment required”*

**(Note: Closed on March 7 and March 28)**

The Notre Dame Saint Mary’s College Tax Assistance Program (TAP) will offer free tax return preparation with an income limit of \$42,000. The TAP volunteers are 4<sup>th</sup> & 5<sup>th</sup> year college accounting students.



Clients qualify for the assistance as a

- U.S. citizen,
- Legal Permanent Resident with LPR or hold a green card,
- in addition, meets the income earnings at or below the TAP income limit.

Clients, please bring the documents that directly apply to your filing needs:

- social security card for all individuals listed on the return
- a driver’s license or government issued identification card
- copies of tax year 2015 federal and state tax returns
- employment forms such as W-2
- other paper work that reports income
- information from financial institutions
- unemployment form such as 1099 G

Clients filing itemized deductions will need documents such as:

- real estate taxes
- personal property taxes
- medical costs
- charitable contributions
- documentation that supports spending for child and/or dependent care

TAP provides on-site assistance for the mobility impaired individuals at home, in an extended care facility, or a social service agency. For assistance, please call 574-631-7863 to request an appointment.

**NOTE: After April 18, please call 574-631-4644 for follow up service.**