2012 TAX FORM AND FILING INFORMATION

(as of January 2013)

The Santa Clara City Library does not distribute tax forms. The following information is provided for the convenience of library patrons and visitors to the Web site.

TAX FORM AVAILABILITY

PRINT/DOWNLOAD FROM THE WEB*

Federal

http://www.irs.gov/formspubs/index.html
http://www.unclefed.com/IRS-Forms/index.html

State

http://www.ftb.ca.gov/forms/search/index.aspx

All states

http://www.taxadmin.org/fta/link/forms.html
http://www.sisterstates.com/

*NOTE: To view or print tax forms, Adobe Acrobat must be installed on your computer. It is available free at: http://www.adobe.com/products/acrobat/readstep2.html

PRINT YOUR OWN FORMS AT THE LIBRARY

Use your Santa Clara City Library card to access IRS or FTB websites, and print your own forms for 14¢ per page with the use of a print vend-card, available for 50¢ in each Copy Room. Library staff are available to demonstrate.

PICK UP IN PERSON

Federal

Internal Revenue Service
55 S. Market St., 1st floor
San Jose, CA 95113

M – F 8:30 a.m. – 4:30 p.m. *(Closed all Federal holidays)*
(408) 817-6747

In addition, some banks, copy shops, and post office locations *may* have forms. It is recommended that you phone before going, as supplies and locations do vary.

ORDER BY PHONE

Federal

1 (800) 829-3676 (touch-tone)
1 (800) 829-1040 (live person)
TDD: 1-800-829-4059

State

1 (800) 852-5711 *or* 1 (800) 338-0505 (touch-tone)
TDD (800) 822-6268

REQUEST FORMS FOR DELIVERY BY MAIL

Federal

http://www.irs.gov/formspubs/page/0,,id=10768,00.html

State

http://www.ftb.ca.gov/forms/search/index.aspx

TAX ASSISTANCE

BY PHONE

Federal
1(800) 829-1040
Taxpayer Advocate Service
(408) 817-6850 or 1(877) 777-4778; TDD: 1(800) 829-4059
State
1(800) 852-5711

ON THE WEB

Federal and all states
http://www.1040.com/
http://www.unclefed.com/

Taxpayer Advocate Service
http://www.taxpayeradvocate.irs.gov/

IN PERSON

Volunteer Income Tax Assistance (VITA) volunteers provide FREE Income Tax Preparation Assistance to low-income, elderly, disabled and limited English speaking people. Volunteers will be available at the Santa Clara City Library's *Central Park Library* (2635 Homestead Road) as follows:

- February 2 & 23; March 2, 23 & 30; April 6 & 13: *Cedar Room*, 10 a.m. – 4 p.m.
- February 9 & 16 and March 9 & 16: *Redwood Room*, 12 noon – 4:30 p.m.

Walk-in assistance only *(no appointments)*

Please come prepared with the following:

- ☐ current year's tax package and/or label
- ☐ all forms (W-2, 1099s, etc.)
- ☐ information for other income
- ☐ information for all deductions/credits
- ☐ copy of last year's tax return
- ☐ proof of account for direct deposit of refund (e.g., voided check)
- ☐ Social Security cards for you, your spouse, and/or dependents
- ☐ valid photo I.D. for yourself and/or your spouse.

For more information about this volunteer service, please contact the IRS at 1 (800) 829-1040, or visit the website at: http://www.irs.gov/individuals/article/0,,id=107626,00.html

FILING INFORMATION

FILING ONLINE

Federal

Taxpayers whose income in 2011 fell below a specified amount may use *Free File* software to prepare their taxes online **beginning in mid-January 2012** at the IRS website:
http://www.irs.gov/efile/article/0,,id=118986,00.html
This site explains eligibility requirements for this free service, steps to get started, and a list of related FAQs.

State

Free electronic filing options (*CalFile*): http://www.ftb.ca.gov/online/calFile/index.asp

WHERE TO FILE

Federal

http://www.irs.gov/file/index.html

State

http://www.ftb.ca.gov/AboutFTB/add.shtml

ADDITIONAL INFORMATION

RECORDED REFUND & OTHER INFORMATION

Federal

Teletax Information Line (24 hours)
1 (800) 829-4477

State

Automated Taxpayer Assistance Line
1 (800) 338-0505

INTERNET RESOURCES

Search *Librarians' Index to the Internet* (http://ipl.org/) under the term "tax" for a variety of authoritative and helpful sites.

Updated January 2013