



Free Tax Preparation Service!

If your household income is under \$69,000, our IRS-certified volunteers will prepare and e-file your federal and state returns at no cost.

Act Now to be Ready to File

- **No more paper refund checks.** Beginning September 30, 2025, the IRS stopped issuing paper refund checks. Make sure you have an account and routing number for direct deposit of any refunds.

What to Bring to Your Appointment

Required Documents:

- Social Security card or ITIN letter for everyone on your return
- Valid photo ID for yourself (and spouse if filing jointly)
- IP PIN letter (if issued by IRS)
- Account and routing numbers for direct deposit

Common Tax Documents:

- W-2, W-2G, 1099-R, 1099-G, 1099-K, 1099-NEC, W-2G
- SSA-1099, 1099-C, 1095-A (health insurance)
- Download tax forms and tax summary from your payment app (Uber/Lyft, DoorDash, etc.)
- If paid in cash, bring details about payments, such as a list of cash payments, Venmo statements, etc.

Optional but Helpful:

- Last year's tax return
- Letters from the IRS or state tax agencies
- Your final pay stub or leave and earnings statement for each job (Federal civilian employees paid by DFAS and eligible for overtime, bring your 12/27/25 PPE Leave and Earning Statement (LES))
- Other documentation from employer showing total eligible overtime or tip income

Community Tax Aid Sites in Virginia (Call 202-830-1480 for DC/MD locations)

Falls Church / Arlington

The Falls Church Episcopal
115 E. Fairfax Street, Falls Church, VA 22046
Tuesdays: 5:30–7:30pm
February 3 – April 14
Appointment recommended:
Call starting January 26: 703-831-2918
— walk-ins accepted if space allows

Alexandria

Alexandria Dept. of Community & Human Services
4850 Mark Center Dr., Alexandria, VA 22311
Wednesdays: 6:00–8:00pm, Saturdays: 9:00am–12:00pm
February 7 – April 18
Appointment recommended:
Call starting January 26: 202-830-1480
— walk-ins accepted if space allows

We cannot prepare tax returns that include any of the following:

- Virtual currency (like Bitcoin)
- Complicated investments or many stock sales
- Rental property income
- Self-employment with inventory, business losses, business use of your home, or employees
- Military income
- Income from other countries or international organizations
- People who arrived in the U.S. during 2025
- People in the U.S. on F, J, A, H, L, or M visas