

# FREE Community Tax Preparation 2025 Federal and Nebraska State Returns

## Volunteer Income Tax Assistance (VITA) Site Schedule

**Must have an APPOINTMENT**

Schedule an appointment at <https://vita.unl.edu/signup/> OR scan the QR code beginning January 15th

When scheduling your tax preparation appointment, please choose a site location, date, and time.

All sites listed below will be face-to-face and require an appointment.

Facilitated self-assistance (FSA) Self-Prepared, is available

*Can't make it to an in person appointment? Sign up for our virtual tax preparation*

Monday	Site Name	Address	Hours	Dates Available
	American Job Center	1330 N St Suite A	10:00am-3:00pm	Feb 2 <sup>nd</sup> - April 13th
<b>Tuesday</b>				
	Asian Community And Culture Center	144 N 44th St A	11:00am-1:00pm	Feb 3rd - April 7th
	Southeast Community College	8800 O St	1:00pm-4:00pm	Feb 10th - April 7th
	Victor Anderson Library	3635 Touzalin Ave	4:00pm-6:00pm	Feb 3rd - April 7th
<b>Wednesday</b>				
	Loren Eiseley Library	1530 Superior St	1:00pm-6:00pm	Feb 4th - April 8th
	Southeast Community College	8800 O St	2:00pm-5:00pm	Feb 4th - April 8th
<b>Thursday</b>				
	Airpark Community Center	4900 Mike Scholl St	10:00am-1:00pm	Feb 5th - April 9th
<b>Saturday</b>				
	Nebraska East Union	1705 Arbor Dr	10:00am-3:00pm	Jan 31st - April 4th
<b>Sunday</b>				
	Bennett Martin Library	136 S 14th St	1:00pm-3:00pm	Feb 1 <sup>st</sup> - Mar 29th
	Good Neighbor Center	2617 Y St	1:00pm-3:00pm	Feb 15th-Mar 22nd



**Schedule An Appointment Today by scanning the QR Code**

VITA follows Lincoln Public Schools and/or UNL bad weather closures. Please refer to your confirmation email/text to reschedule your appointment during these events. When in doubt check our social media or call/email our office.

**Contact information** If you have questions, contact Lincoln VITA (Tax Credit Alliance of Nebraska) Visit us at [vita@unl.edu](mailto:vita@unl.edu) or 402.472.0857



# TO HAVE YOUR TAXES PREPARED, BRING or UPLOAD:

## IDENTIFICATION:

- Social Security Cards or ITIN Letters for EVERYONE who will be included on the return
- Photo ID for ALL tax return signers (BOTH spouses must sign if filing jointly)
- IP PIN Information - Six digit number for EVERYONE on the return who has one

## INCOME:

- W-2s for wages, W-2Gs for gambling income
- 1099s for Interest (1099-INT), Dividends (1099-DIV), Unemployment (1099-G), state tax refunds, Retirement plan distributions or pensions or annuities (1099-R, RRB-1099, RRB-1099-R) other income. (1099-NEC, 1099-MISC, SSA-1099,)
- Records of revenue including cash from self-employment and side hustles

## EXPENSES:

- 1098s for Mortgage interest, Student loan interest (1098-E), or Tuition (1098-T), Statement of property tax paid
- Statement of college student account showing all charges and payments for each student on the return
- Childcare receipts, including tax ID, phone number, and address for childcare provider
- Records of expenses for self-employment or home-based businesses

## Other Documentation:

- Checking/Savings account and routing number for direct deposit/direct debit

\*NOTE: The IRS will no longer be doing paper checks\* - Your tax preparer will go over your options

- 1095-s - Health Insurance Statement (Unless covered through employer) (1095-A) (1095-B) (1095-C)

## For State of Nebraska Credits:

Such as Nebraska Child Tax Credit, School Readiness Credit, and Caregiver Tax Credit.

An application must be filled out on Dept of Revenue website, with a returned approval from the Dept of Revenue prior to your tax appointment in order to receive those credits.

For more information please visit : <https://revenue.nebraska.gov/tax-credits>

## To Claim New Tax Credits:

Such as No Tax On Overtime, No Tax on Tips, and No Tax on Car Loan Interest you must bring the following documents to your tax appointment.

- Vehicle Registration
- W2 and Pay stub's (12 Months) - Showing a break down of your pay
- Tips NOT reported on W2- Does not qualify for No Tax On Tips

***PLEASE NOTE: The IRS defines the scope of work that is prepared through VITA tax preparation services. If your return is considered "out of scope" for VITA, our volunteers will not be able to prepare your return, and you may be recommended to seek a paid preparer.***

Is your return OUT OF SCOPE for VITA?



Scan the QR code and answer the questions to find out.

Could you use some financial/tax tips and education throughout the year?



Build a stronger financial future. Our newsletter covers topics and tips on saving, budgeting, credit, loans/debts, maximizing every tax credit, and so much more.

Sign up today by scanning the QR Code

