

**Northwest Michigan
Community Action Agency**

**Free
Easy
Fast
Tax
Preparation**



Checklist for Filing Your Tax Return.

- Valid picture ID (driver's license)
- Social Security cards for you, your spouse and children
- A copy of your 2010 Tax Return
- W-2 forms from all jobs held in 2011
- Child support annual statements (Friend of the Court)
- Social Security statements / Disability Income
- DHS 2011 statements or letters, if you received assistance or provided child care
- 1099 forms and proof of other income received:
 - 1099-G forms, for unemployment received
 - 1099-R for pension income
 - 1099-INT or DIV for interest or dividends
 - 1099 MISC for self-employment income
- Amount you paid in rent and landlord's name and address
- Amount you paid for property tax in 2011
- Mortgage statements and **copies of your 2011 summer and winter property tax bills**
- Home heating costs from 11/1/2010– 10/31/2011
- Account and bank routing numbers for direct deposit of your refund
- IRS or State notices received during 2011, if any

Northwest Michigan Community Action Agency
helping people. changing lives.
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