

# Post tax center offers federal, state tax preparation services

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Jan. 4, 2011 – The Carlisle Barracks tax center will open on Jan. 31. It is located at 309 Engineer Ave and available to all military and their dependants as well as military retirees and their dependents.

The Volunteer Income Tax Assistance, VITA, program will begin scheduling appointments for the tax service on Jan. 24.

Phone 717-245-3986 for appointments starting Monday, Jan. 24. The appointment line will be open from 9 a.m. to 4 p.m. Eligible patrons of the VITA tax service include active duty military and military and their dependents; and military retirees and their dependents.

## You will need to bring the following documents to your scheduled appointment.

- Military ID card
- W-2 form (active duty will receive W-2s though "My Pay")
- W-2 forms for each family member who earned income
- Form 8332 or copy of divorce decree for non-custodial parent claiming a child
- Social Security card for taxpayer and every family member listed on your return
- 1099-INT for any taxable interest paid to you or credited to your account
- 1099-DIV for any income from stocks, mutual funds, investment companies or a real estate trust
- If you sold stocks, bonds or mutual funds during the tax year, you must know your cost basis. If you do not know, call your broker to obtain the information.
- Documentation verifying your 2009 real estate taxes paid on your primary residence
- If you are itemizing deductions, you will need to provide proof of deductions – this is a requirement for charitable contributions
- A voided check or deposit slip to ensure refund monies are dispersed properly
- A copy of last year's tax return

NOTE: Active duty non-resident spouses with income not taxable to Pennsylvania must provide a copy of the service member's military orders showing they were ordered to service in Pennsylvania. They must also provide a copy of their resident state's driver's license.

For patrons that are not familiar with Carlisle Barracks, please use the "Claremont Gate" access point.

Turn onto Jim Thorpe Road from Claremont Road and loop around to the Security guards. **If you do not have a DOD sticker on your vehicle, you must use the visitor's lane.**

**Directions to the tax center**

Proceed straight across Claremont Road onto Carlisle Barracks

LEFT – Delaney Road

LEFT – Forbes Ave

RIGHT – Ashburn Drive (Fire House)

LEFT – Lovell Ave (“Y” in the road)

RIGHT – Pratt Ave (Follow Tax Office Sign)

LEFT- Indian Garden Lane (Follow Tax Office Sign)

Follow down Indian Garden lane behind the LVCC and past the pool to the parking lot in front of Building 309. Handicapped parking is located in the parking lot closest to the building.