



QUEENS PUBLIC LIBRARY



TAX HELP AND E-FILE AT QPL

QueensLibrary.org

Tax Help and E-Filing At QPL

Filing taxes can be an overwhelming, complicated process. But it doesn't have to be. Queens Public Library is partnering with a number of organizations to offer FREE tax counseling to New Yorkers. Join us!

ESSENTIAL DOCUMENTS YOU MUST BRING WITH YOU – NO EXCEPTIONS

- ✓ Government issued picture ID
- ✓ Driver's or non-driver's license required for NY State return
- ✓ Social Security cards or ITIN documents for everyone listed on your return
- ✓ Copy of last year's return (if you filed)



ADDITIONAL DOCUMENTS THAT MAY APPLY TO YOU

DOCUMENTATION OF INCOME

- Income documents: W-2, 1099-R, SSA-1099, 1099-G, 1099-MISC, 1099-INT, 1099-DIV, and any other income documents
- Self-Employment records (income and expenses)
- 1099-G for unemployment received
- Brokerage statements for sale of stocks or bonds
- Healthcare insurance form 1095-A

DOCUMENTATION FOR DEDUCTIONS AND CREDITS

- Medical and dental expenses, including co-pays
- Mortgage interest statement and Real Estate Tax Paid (exclude Star, Enhanced Star, Senior Discount)
- List of charitable contributions
- Records of estimated federal and state income tax paid.
- Educational expenses – form 1098-T and other educational expense records
- Checking or savings account routing and account number–for direct deposit of refund or direct debit of balance due
- Any recent IRS or NY State tax department correspondence
- Records for childcare and/or dependent care expenses

Please note that Queens Public Library does not operate these programs, does not vouch for the accuracy of information disseminated during such programs, and assumes no responsibility for any statements made.



AARP Foundation Tax-Aide

BY APPOINTMENT ONLY – NO WALK-INS ACCEPTED

Taxpayers must pick up an AARP packet of information and instructions before calling the number listed in your packet for an appointment. These packets will be available at the libraries listed below after January 20, 2024.

AARP Foundation Tax-Aide provides in-person tax assistance to anyone, free of charge, with a focus on taxpayers who are over 50 and have low to moderate income. Tax-Aide volunteers are trained and IRS-certified every year to make sure they know about and understand the latest changes and additions to the tax code.

Free tax preparation is available at the following Queens Library branches:

Mondays, February 5–April 15
except February 19 (holiday)

10:15am–2pm

Bellerose

250-06 Hillside Avenue
(718) 831-8644

Wednesdays, February 7–April 10
10:15am–1pm

Briarwood

85-12 Main Street
(718) 658-1680



Schedules are subject to change, please call the library or visit www.queenslibrary.org



Thursdays, February 1–April 11

12:15pm–4pm

Fresh Meadows

193-20 Horace Harding Expressway
(718) 454-7272

Wednesdays, February 7–April 10

10:30am–2:30pm

Glen Oaks

256-04 Union Turnpike
(718) 831-8636

Tuesdays, February 6–April 9

1:15pm–5pm

Hollis

202-05 Hillside Avenue
(718) 465-7355

Wednesdays, February 7–April 10

10:15am–3pm

Howard Beach

92-06 156 Avenue
(718) 641-7086

Fridays, February 2–April 12

except March 29

10:15am–3pm

Jackson Heights

35-51 81th Street
(718) 899-2500

Tuesdays, February 6–April 9

1:15pm–4pm

Kew Gardens Hills

72-33 Vleigh Place
(718) 261-6654

Thursdays, February 1–April 11

12:15pm–4pm

North Forest Park

98-27 Metropolitan Avenue
(718) 261-5512

Last appointment taken one hour before the scheduled end time.

New York State Department of Taxation and Finance

Get in-person tax help and file for free! If you earned \$79,000 or less in 2023, you qualify. Employees from the New York State Department of Taxation and Finance will walk you through the online tax software, step-by-step, as you complete your own tax return. **It's quick, easy, and secure!** They'll help you prepare and e-file your income tax return in person. You must preregister and schedule a tax assistance appointment, visit www.tax.ny.gov/tap/

In-person tax filing assistance will be offered at the following library locations:

Elmhurst 3rd Floor Meeting Room

86-07 Broadway

Thursdays, February 1, 8, 15, 22, 29; March 7, 14, 21, 28; April 4, 11
12pm–7pm

Assistance available in English, Spanish, Urdu/Hindi, Chinese

Central Library Teen Conference Room

89-11 Merrick Boulevard

Fridays, February 2, 9, 16, 23; March 1, 8, 15, 22, 29; April 5, 12
10am–5pm

Assistance available in English, Spanish, Urdu/Bengali, Chinese

Flushing Library Rooms A&B

41-17 Main Street

Mondays, February 5, 12, 26; March 4, 11, 18, 25; April 1, 8
No session February 19 (holiday)
10am–5pm

Assistance available in English, Chinese, Korean, Spanish, Urdu/Hindi



You must preregister and schedule an appointment.

To schedule a tax assistance appointment, visit www.tax.ny.gov/tap/

Last appointment taken one hour before the scheduled end time.

Urban Upbound

If your 2023 income is \$85,000 or less, you qualify to receive FREE TAX PREPARATION AND E-FILING ASSISTANCE

Volunteers from Urban Upbound will provide tax preparation and e-file your federal and state income tax returns at no charge.

You must preregister and schedule an appointment. To schedule a tax preparation appointment, call: (718) 784-0877 press 1 for English (or Chinese) or press 2 for Spanish then ext. 7).

Free tax preparation will be available at the following libraries and dates:

Elmhurst

3rd Floor Meeting Room

86-07 Broadway

Thursdays, February 1, 8, 15, 22, 29; March 7, 14, 21, 28; April 4, 11
12pm–7pm

Assistance available in English and Spanish

Central Library

Teen Conference Room

89-11 Merrick Boulevard

Fridays, February 2, 9, 16, 23; March 1, 8, 15, 22, 29; April 5, 12
10am–5pm

Saturdays, February 3, 10, 17, 24; March 2, 9, 16, 23, 30; April 6, 13
10am–4pm

Assistance available in English only

Flushing Library

Rooms A&B

41-17 Main Street

Mondays, February 5, 12, 26; March 4, 11, 18, 25; April 1, 8

Fridays, February 16, 23; March 1, 8, 15, 22, 29; April 5, 12

IRC Conference Room

Fridays, February 2, 9

10am–5pm

Assistance available in English and Chinese (Cantonese & Mandarin)



Schedules are subject to change, please call the library or visit **www.queenslibrary.org**

Last appointment taken one hour before the scheduled end time.



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We speak your language.

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