



Taxpayer Education Interest Card

Name _____

Street _____

City _____ State _____ Zip Code _____

Telephone Number (include area code) _____

Organization's Name (if applicable) _____

I would like more information on the following:

- Volunteer Income Tax Assistance (VITA)
- Tax Counseling for the Elderly (TCE)
- Practitioners Education
- Student Tax Clinic
- Community Outreach
- Understanding Taxes
- Volunteer Opportunities
- Small Business Self-Employed
- Bank, Post Office and Library (BPOL)
- Low Income Taxpayer Clinics

Complete both sides and mail to the nearest IRS office listed on this brochure.

Do you get a "kick" out of helping someone who really needs help? Do you enjoy making a contribution in your community? Are you willing to give a little of your time? Do you have an aptitude for tax work? Are you good at meeting and dealing with people from widely different backgrounds? Do you take pride in doing a good job?

If you answered "yes" to all or most of these questions, you are a prime candidate for one or more of the volunteer programs that the Internal Revenue Service offers in your community. You are needed. The IRS is not able to offer individual tax assistance to everyone. However, the IRS does train volunteers to help people. You can be one of them.

Volunteer Income Tax Assistance (VITA)

VITA is one program where volunteers are needed. The IRS trains volunteers to help people prepare basic tax returns for those with a low to limited income, individuals with disabilities, and non-English speaking persons and elderly taxpayers. The volunteers serve in the community at neighborhood centers, libraries, churches, shopping malls and other convenient locations. Volunteers also provide assistance and return preparation for prior year federal income tax returns, as well as, the earned income and advanced earned income tax credits. A number of locations also offer electronic filing. People also are needed as instructors, site managers, publicity coordinators and receptionists.

Tax Counseling for the Elderly (TCE)

TCE is another volunteer program where tax skills and a helping hand are offered. TCE offers free tax help to people who are 60 years or older. Many of the volunteers are retired themselves and are affiliated with nonprofit groups that have received grants to run a local TCE program. Grant funds are used to reimburse volunteers to pay mileage and other travel expenses so they can go wherever they are needed - retirement homes, neighborhood sites or private houses of the homebound. Some TCE sites offer electronic filing at no charge to the taxpayer. There are many volunteers opportunities available as instructors, tax assistants, site coordinators, receptionist, and other important positions.

Community Outreach Tax Education

In the Community Outreach Tax Education program individuals conduct lectures or seminars on some aspect of tax law. The presentations are targeted at groups of taxpayers who have a common occupation or tax concern - farmers, retirees and small business owners. Outreach is offered year-round at convenient community locations and at convenient hours, including evenings and weekends. Tax education seminars are tailored to the interests of each group attending. Tax return preparation sessions cover federal tax forms line-by-line so that taxpayers can prepare their returns correctly.

Small Business Self-Employed Tax Program

Through the Small Business Self-Employed Tax Program the IRS offers a variety of business tax workshops, seminars and courses in partnership with community sponsors. Our nationwide sponsors include community, junior and technical colleges, universities, trade schools, business and economic development agencies and chambers of commerce. In addition to Federal taxes, many programs include state and local requirements through cooperative efforts with those government entities.

Understanding Taxes Programs

Since nearly everyone will have to pay taxes eventually, what better time to learn the basics than while in school? Besides, many students already have part-time jobs or other sources of income requiring them to file a tax return. That's why the IRS has three Understanding Taxes Programs for eighth grade, high school and post-secondary learners, which provide basic tax education to students.

If you enjoy teaching, or helping others to teach, and are knowledgeable about taxation, you can help the taxpaying citizens of tomorrow by teaching these programs.

Visit Tax Interactive "TAXI" at www.irs.ustreas.gov/taxi. This entertaining and educational website is a great way to teach today's youth about their tax rights and responsibilities.

Practitioner Education

Tax professionals can learn about recent tax law changes at Practitioner Institutes, which will enhance the professional quality of the services they provide. These institutes are sponsored by qualified educational institutions, state and local governments, professional and other nonprofit organizations. Qualified tax professionals who would like to volunteer to acquaint fellow practitioners with the latest developments in the tax field might enjoy serving in this program.

Student Tax Clinics

Perhaps you are willing to help a student in the field of taxation to get some "hands-on" experience providing counsel to taxpayers whose returns are being examined. Law and graduate accounting school students are given special permission to practice before the IRS on behalf of taxpayers who can't afford professional help. As a volunteer, you can help with clinic operations or even serve as a Student Tax Clinic Director.

Bank, Post Office and Library (BPOL) Program

This program offers a chance to give back a little to your community. The IRS supplies over 47,000 libraries, banks, post offices, technical schools, state and local governments, and similar facilities with free tax forms and instructions. Tax Forms on CD-ROM and reference materials are available at many participating libraries. Once the tax materials are placed at these facilities, patrons still have to be directed to the proper form, or booklet to suit their needs. That's where you can help.

Low Income Taxpayer Clinics

The Low-Income Taxpayer Clinics (LITC) program provides grants to organizations that provide legal assistance to low-income taxpayers in controversies with the Internal Revenue Service (IRS) and/or informs individuals for whom English is a second language of their tax rights and responsibilities. Under this program IRS is authorized to award qualifying organizations matching grants of up to \$100,000 per year to develop, expand or continue qualifying low-income taxpayer clinics. LITCs are administered and sponsored by accredited law, business, or accounting schools where students represent taxpayers in tax controversies before the IRS or the courts. In addition, LITCs may be administered and sponsored by non-profit organizations. If you are interested in volunteering your services at one of the clinics, please contact your local Taxpayer Education Coordinator.

In the case of all these programs, the Taxpayer Education Coordinator in your IRS district office can provide you with further information about these opportunities. To get the most up to date tax products and information visit us on the World Wide Web at www.irs.gov.

Addresses and Telephone Numbers for IRS Taxpayer Education Coordinators

Contacts by mail or phone should be made to the attention of the "Taxpayer Education Coordinator." The Taxpayer Education Coordinator can also be reached by calling Toll-Free 1 (800) 829-1040

ALABAMA

600 S. Maestri Place
Stop 21
New Orleans, LA 70130
(504) 558-3011

ALASKA

915 Second Avenue

MSW180

Seattle, WA 98174

(206) 220-5776

ARIZONA

210 E. Earl I Drive

Stop 4040 PHX

Phoenix, AZ 85012-9863

(602) 207-8618

ARKANSAS

55 North Robinson Street

Stop 1040 OKC

Oklahoma City, OK 73102

(405) 297-4125

CALIFORNIA

Los Angeles

300 N. Los Angeles Street

Room 5119 - Stop 6602

Los Angeles, CA 90012

(213) 894-4574

San Francisco

1301 Clay Street

Suite 1520S

Oakland, CA 94612-5210

(510) 637-2473

Laguna Niguel

24000 Avila Road

Room 3401

Laguna Niguel, CA 92677

(949) 360-2094

Sacramento

1301 Clay Street

Suite 1520S

Oakland, CA 94612-5210

(510) 637-2473

San Jose

55 South Market Street

Stop HQ-6300

San Jose, CA 95113

(408) 494-8123

COLORADO

600 17th Street

Stop 6610DEN

Denver, CO 80202-2490

(303) 446-1659

CONNECTICUT

135 High Street, Stop 116

Hartford, CT 06103-1185

(860) 240-4149

DELAWARE

31 Hopkins Plaza

Room 1244

Baltimore, MD 21201

(410) 962-2222/2402

DISTRICT OF COLUMBIA

31 Hopkins Plaza

Room 1208

Baltimore, MD 21201

(410) 962-2222 / 2402

(410) 962-2222/2402

FLORIDA

Jacksonville

400 West Bay Street

Box 35045, Room 676

Jacksonville, FL 32202-0045

(904) 232-3036

Ft. Lauderdale

Room 270, Building 1

Stop 6030

One N. University Drive

Fort Lauderdale,

FL 33324-2019

(954) 423-7621

GEORGIA

Peachtree Summit Bldg.

401 W. Peachtree St., N.W.

Room 1502, Stop 902D

Atlanta, GA 30365

(404) 338-8670

HAWAII

915 Second Avenue

MSW180

Seattle, WA 98174

(206) 220-5776

IDAHO

600 17th Street

Stop 6610DEN

Denver, CO 80202-2490

(303) 446-1659

ILLINOIS

230 South Dearborn Street

Room 1710, 6602 CHI

Chicago, IL 60604-1132

(312) 886-5544

INDIANA

P.O. Box 44211

Room 573, Stop 66

Indianapolis, IN 46244

(317) 226-6543

IOWA

310 W. Wisconsin Avenue

Stop 4312 MIL

Milwaukee, WI 53203-2221

(414) 297-3302

KANSAS

1222 Spruce Street

Stop 1022 STL

St. Louis, MO 63103

(314) 612-4525

KENTUCKY

801 Broadway

MDP 46, Room 481

Nashville, TN 37203-3836

(615) 250-5670

LOUISIANA

600 S. Maestri Place

Stop 21

New Orleans, LA 70130

(504) 558-3011

MAINE

JFK Federal Building

15 New Sudbury Street

Room 760

Boston, MA 02203

(617) 565-4325

MARYLAND

31 Hopkins Plaza

Room 1244

Baltimore, MD 21201

(410) 962-2222 / 2402

MASSACHUSETTS

JFK Federal Building

15 New Sudbury Street

Room 760

Boston, MA 02203

(617) 565-4325

MICHIGAN

477 Michigan Avenue

Room 2405

Detroit, MI 48226-2597

(313) 628-3950

MINNESOTA

316 North Robert Street

Stop 6610 STP

St. Paul, MN 55101-1474

(651) 312-8023

MISSISSIPPI

600 S. Maestri Place

Stop 21

New Orleans, LA 70130

(504) 558-3011

MISSOURI

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Denver, CO 80202-2490

(303) 446-1659

NEBRASKA

310 W. Wisconsin Avenue

Stop 4312 MIL

Milwaukee, WI 53203-2221

(414) 297-3302

NEVADA

4750 W. Oakey Blvd.

Las Vegas, NV 90195-2214

(702) 455-1029

NEW HAMPSHIRE

JFK Federal Building

15 New Sudbury Street

Room 760

Boston, MA 02203

(617) 565-4325

NEW JERSEY

P.O. Box 794

Newark, NJ 07101-9788

(973) 645-6690

NEW MEXICO

5338 Montgomery Blvd., NE

Stop 4040ALB

Albuquerque, NM

87109-9866

(505) 837-5515

NEW YORK

Manhattan

P.O. Box 3036

Church Street Station

New York, NY 10008-3036

(212) 436-1021

Brooklyn

10 Metrotech Ctr.,

625 Fulton Street

Room 615

Brooklyn, NY 11201

(718) 488-2908

Albany

P.O. Box 606

Buffalo, NY 14225-0606

(716) 686-4777

Buffalo

P.O. Box 606

Buffalo, NY 14225-0606

(716) 686-4777

NORTH CAROLINA

320 Federal Place

Room 120

Greensboro, NC 27401

(336) 378-2193

NORTH DAKOTA

316 North Robert Street

Stop 6610 STP

St. Paul, MN 55101-1474

(612) 290-3320

OHIO

550 Main St., Rm 5417

Cincinnati, OH 45202

(513) 684-2828

OKLAHOMA

55 North Robinson Street

Stop 1040 OKC

Oklahoma City, OK 73102

(405) 297-4125

OREGON

915 Second Avenue

MSW180

Seattle, WA 98174

(206) 220-5776

PENNSYLVANIA

600 Arch Street

Room 4452

Philadelphia, PA 19106

(215) 597-6710

RHODE ISLAND

135 High St., Stop 116

Hartford, CT 06103-1185

(860) 240-4149

SOUTH CAROLINA

320 Federal Place

Room 120

Greensboro, NC 27401

(336) 378-2193

SOUTH DAKOTA

316 North Robert Street

Stop 6610 STP

St. Paul, MN 55101-1474

(612) 290-3320

TENNESSEE

801 Broadway, MDP 46

Room 481

Nashville, TN 37203-3836

(615) 250-5670

TEXAS

Austin

300 East 8th St.

M/C 6610 AUS

Austin, TX 78701

(512) 499-5439

Dallas

1100 Commerce St.

M/C 6610 DAL

Dallas, TX 75242

(214) 767-1428

Houston

8701 S. Gessner

Stop 6610 HAL

Houston, TX 77074

(281) 721-7070

UTAH

600 17th Street

Stop 6610DEN

Denver, CO 80202-2490

(303) 446-1659

VERMONT

JFK Federal Building

15 New Sudbury Street

Room 760

Boston, MA 02203

(617) 565-4325

VIRGINIA

400 N. Eighth St.

Room 564

Richmond, VA 23240

(804) 771-2289

WASHINGTON

915 Second Avenue