PARKING: If you are only coming to the Senior Center for your tax appointment, please park in the paid municipal parking lot located immediately before the Senior Center where the firehouse used to be. Parking is \$2 per hour and can be paid by using cash or the Passport Parking App. Note that the kiosk does not give change. Read more about parking in the municipal lot here: https://www.phoenixville.org/2544/Park-in-Phoenixville.

PENNSYLVANIA PROPERTY TAX / RENT REBATE PROGRAM: New Income Limits!! Starting in 2024, the new yearly income limit is **\$45,000** for both homeowners **and** renters. This includes only half of Social Security income.

If you think you might qualify, answer the questions below.

Have you filed for the PA1000 before?	Yes	No
(If No, we must copy your driver's li	icense	to submit with PA1000.)

Eligibility:

Are you (the property owner or renter) :

At least 65 years old by 12/31/2023 ?	Yes	No
A widow(er) at least 50 years old by 12/31/23?	Yes	No
Permanently disabled and at least 18 years old by 12/31/23?	Yes	No

Property Owners:

What tax bills did you bring? Note that bills must be stamped by the tax collector, or you have a receipt from the tax collector, or you have a copy of your check showing both sides of the check, or you have a copy of a bank statement which shows payment.

School District? County? Borough/Township?

Are your bills shown on a mortgage statement: Yes _____ No _____

Renters:

Did you receive cash public assistance ? Yes ____ No ____

Did you move during the year? Yes <u>No</u>

If **Yes**, please use the back of this form to provide the address where you previously lived, the rent you paid there, and the dates you lived there.

Rent you paid per month?

If it changed during the year, please write the amount paid each month on the back of this form.

 You will need: Tax Information such as Forms W-2, 1099, 1098, 1095. Social Security cards or ITIN letters for all persons on your tax return. Picture ID (such as valid driver's license) for you and your spouse. 						 You a comp 	re respon lete and a	nsible for t accurate ir	-4 of this for the information. ease ask th	tion on you		-		
Volunteers are trained to provide high quality service and uphold the highest ethical standards. To report unethical behavior to the IRS, email us at <u>wi.voltax@irs.gov</u>														
Part I – Your Personal Inform	ation (If you	are filing a j	oint return	, enter	your name	es in the s	same orde	er as last ye	ear's return)					
1. Your first name		M.I.	Last na	ame				Be	Best contact number			Are you a U.S. citizen? □ Yes □ No		
2. Your spouse's first name		M.I.	Last na	ame				Be	Best contact number Is your spouse a U.S. c □ Yes □ No					
3. Mailing address						Apt #	City				State	Z	IP code	
4. Your Date of Birth	5. Your job	title		6.	Last year	, were yo	u:			a. Full	I-time stud	ent 🗌 Y	es 🗌 No	
				b.	Totally an	nd permai	nently disa	abled 🗌	Yes 🗌 N	lo c. Leg	ally blind	□ Y	es 🗌 No	
7. Your spouse's Date of Birth	8. Your spo	ouse's job titl	е	9.	Last year	, was you	ir spouse:			a. Full	l-time stud	ent 🗌 Y	es 🗌 No	
				b.	Totally an	nd permai	nently disa	abled 🗌	Yes 🗌 N	lo c. Leg	ally blind	□ Y	es 🗌 No	
10. Can anyone claim you or yo	our spouse a	s a depende	nt?						Yes 🗌 N	lo 🗌 Un	isure			
11. Have you, your spouse, or o	dependents b	peen a victin	n of tax rel	ated ide	entity thef	t or been	issued an	Identity Pr	otection PIN	1?		□ Y	es 🗌 No	
12. Provide an email address (o	optional) (this	s email addre	ess will no	t be use	ed for con	tacts fron	n the Inter	nal Revenu	ue Service)					
Part II – Marital Status and	Household	d Informati	on											
1. As of December 31, 2023, w	hat 🗌 N	ever Married	d (Th	is inclu	des regist	ered dom	nestic part	nerships, c	ivil unions, o	or other forr	mal relation	nships unde	er state law)	
was your marital status?	M	larried	a.	lf Yes,	Did you g	et marrie	d in 2023?	?				□ Y	es 🗌 No	
			b.	Did you	u live with	your spo	use during	g any part o	of the last size	x months of	2023?	□ Y	es 🗌 No	
	🗌 D	ivorced	Da	te of fir	nal decree	;								
		egally Separ	ated Da	te of se	eparate m	aintenand	ce decree							
	🗆 W	/idowed	Ye	ar of sp	pouse's de	eath								
 List the names below of: everyone who lived with yo 	ou last year (c	other than yo	our spouse	e)				If ac	lditional spa	ce is neede	ed check h	ere 🗌 and I	ist on page 3	
• anyone you supported but				,					To be co	mpleted by	y a Certifi	ed Volunte	er Preparer	
	Date of Birth (mm/dd/yy)	Relationship to you (for example: son, daughter, parent, none, etc)	Number of months lived in your home last year	US Citizen (yes/no)	of US,	Single or Married as of 12/31/2: (S/M)	5 Student 3 last year	Totally and Permanently Disabled (yes/no)	Is this person a qualifying child/relative of any other person? (yes/no)	person provide more than 50% of his/	Did this person have less than \$4,700 of income? (yes,no,n/a)	support for	Did the taxpayer(s) pay more thar half the cost o maintaining a home for this person?	
(a)	(b)	(C)	(d)	(e)	(f)	(g)	(h)	(i)		(yes,no,n/a)			(yes/no)	

Form **13614-C**

(October 2023)

Intake/Interview and Quality Review Sheet

OMB Number 1545-1964

Yes	No	Unsure	Part III – Income – Last Year, Did You (or Your Spouse) Receive							
			1. (B) Wages or Salary? (Form W-2) If yes, how many jobs did you have last year?							
			2. (A) Tip Income?							
			3. (B) Scholarships? (Forms W-2, 1098-T)							
			4. (B) Interest/Dividends from: checking/savings accounts, bonds, CDs, brokerage? (Forms 1099-INT, 1099-DIV)							
			5. (B) Refund of state/local income taxes? (Form 1099-G)							
			6. (B) Alimony income or separate maintenance payments?							
			7. (A) Self-Employment income? (Forms 1099-MISC, 1099-NEC, 1099-K, cash, digital assets, or other property or services)							
			8. (A) Cash/check/digital assets, or other property or services for any work performed not reported on Forms W-2 or 1099?							
			9. (A) Income (or loss) from the sale or exchange of stocks, bonds, digital assets or real estate? (including your home) (Forms 1099-S, 1099-B)							
			10. (B) Disability income? (such as payments from insurance, or workers compensation) (Forms 1099-R, W-2)							
			11. (A) Retirement income or payments from pensions, annuities, and or IRA? (Form 1099-R)							
			12. (B) Unemployment Compensation? (Form 1099-G)							
			13. (B) Social Security or Railroad Retirement Benefits? (Forms SSA-1099, RRB-1099)							
			14. (M) Income (or loss) from rental property?							
	Image: Interpretent state 15. (B) Other income? (gambling, lottery, prizes, awards, jury duty, digital assets, Sch K-1, royalties, foreign income, etc.)									
Yes	No	Unsure	Part IV – Expenses – Last Year, Did You (or Your Spouse) Pay							
			1. (B) Alimony or separate maintenance payments? If yes, do you have the recipient's SSN?							
			2. Contributions or repayments to a retirement account? 🗌 IRA (A) 🗌 Roth IRA (B) 🗌 401K (B) 🗌 Other							
			3. (B) College or post secondary educational expenses for yourself, spouse or dependents? (Form 1098-T)							
			4. Any of the following? (A) Medical & Dental (including insurance premiums) (A) Mortgage Interest (Form 1098)							
			 (A) Taxes (State, Real Estate, Personal Property, Sales) (B) Charitable Contributions 							
			5. (B) Child or dependent care expenses such as daycare?							
			6. (B) For supplies used as an eligible educator such as a teacher, teacher's aide, counselor, etc.?							
			7. (A) Expenses related to self-employment income or any other income you received?							
			8. (B) Student loan interest? (Form 1098-E)							
Yes	No	Unsure	Part V – Life Events – Last Year, Did You (or Your Spouse)							
			1. (A) Have a Health Savings Account? (Forms 5498-SA, 1099-SA, W-2 with code W in box 12)							
			2. (A) Have credit card, student loan or mortgage debt cancelled/forgiven by a lender or have a home foreclosure? (Forms 1099-C, 1099-A)							
			3. (A) Adopt a child?							
			4. (B) Have Earned Income Credit, Child Tax Credit or American Opportunity Credit disallowed in a prior year? If yes, for which tax year?							
			5. (A) Purchase and install energy-efficient home items? (such as windows, furnace, insulation, etc.)							
			6. (A) Receive the First Time Homebuyers Credit in 2008?							
			7. (B) Make estimated tax payments or apply last year's refund to this year's tax? If so how much?							
			8. (A) File a federal return last year containing a "capital loss carryover" on Form 1040 Schedule D?							
			9. (A) Have health coverage through the Marketplace (Exchange)? [Provide Form 1095-A]							

Additional Information and Question	s Related to the Preparatio	n of Your Retu	urn					
1. Would you like to receive written cor				glish? 🗌 Yes	□ No I	lf yes, whic	h language?	
2. Presidential Election Campaign Fun	d (If you check a box, your ta	x or refund will	not change)				
Check here if you, or your spouse if	filing jointly, want \$3 to go to	this fund	☐ You	Spouse				
3. If you are due a refund, would you lil	ke: a. Direct deposit □ Yes □ No		b. To purch	nase U.S. Savir □ No	ngs Bonds	c. To split □ Yes	your refund	between different accounts
4. If you have a balance due, would yo	u like to make a payment dire	ectly from your l	bank accou	nt? 🗌 Yes	🗌 No			
5. Did you live in an area that was decl	ared a Federal disaster area?	? 🗌 Yes	🗌 No	If yes, where?				
6. Did you, or your spouse if filing jointl	y, receive a letter from the IR	S?	Yes	🗌 No				
7. Would you like information on how to	o vote and/or how to register t	to vote?	Yes	🗌 No				
Many free tax preparation sites oper this site to apply for these grants or are optional.								
8. Would you say you can carry on a carry on	onversation in English, both u	Inderstanding 8	& speaking?	Very well	🗌 Well [Not well	Not at a	II 🗌 Prefer not to answer
9. Would you say you can read a news	paper or book in English?	🗌 Ver	y well 🗌	Well	Not well	Not at	t all 🛛 🗌	Prefer not to answer
10. Do you or any member of your hou	sehold have a disability?	🗌 Yes	s 🗌	No 🗌	Prefer not t	to answer		
11. Are you or your spouse a Veteran f	rom the U.S. Armed Forces?	🗌 Yes	s 🗌	No 🗌	Prefer not t	to answer		
12. Your race?								
American Indian or Alaska Native	🗌 Asian 🛛 Black or Afr	ican American	Nativ	e Hawaiian or (other Pacific	c Islander	White	Prefer not to answer
13. Your spouse's race?								
American Indian or Alaska Native	🗌 Asian 🔲 Black or Afr	ican American	Nativ	e Hawaiian or (other Pacific	c Islander	White	Prefer not to answer
☐ No spouse								
14. Your ethnicity?	Hispanic or Latino] Not Hispanic	or Latino	Prefer no	t to answer			
15. Your spouse's ethnicity?	Hispanic or Latino] Not Hispanic	or Latino	Prefer no	t to answer	1	No spouse	
Additional comments								
	Brives	v Act and Dana	nuark Dadu	ation Aat Natio	•			

Privacy Act and Paperwork Reduction Act Notice

The Privacy Act of 1974 requires that when we ask for information we tell you our legal right to ask for the information, why we are asking for it, and how it will be used. We must also tell you what could happen if we do not receive it, and whether your response is voluntary, required to obtain a benefit, or mandatory. Our legal right to ask for information is 5 U.S.C. 301. We are asking for this information to assist us in contacting you relative to your interest and/or participation in the IRS volunteer income tax preparation and outreach programs. The information you provide may be furnished to others who coordinate activities and staffing at volunteer return preparation sites or outreach activities. The information may also be used to establish effective controls, send correspondence and recognize volunteers. Your response is voluntary. However, if you do not provide the requested information, the IRS may not be able to use your assistance in these programs. The Paperwork Reduction Act requires that the IRS display an OMB control number on all public information requests. The OMB Control Number for this study is 1545-1964. Also, if you have any comments regarding the time estimates associated with this study or suggestion on making this process simpler, please write to the Internal Revenue Service, Tax Products Coordinating Committee, SE:W:CAR:MP:T:T:SP, 1111 Constitution Ave. NW, Washington, DC 20224

Page 3

Optional Questions for AARP Foundation

16. How many people, including you, are part of your household? (Your household includes you and the number of other people financially supported by your annual household income.) (select one)

	1 (yourself)	2	3	4 or more	Prefer not to answe	r
17.	Do you have a permaner	nt disability or ch	ronic condition	that hinders or limits	he amount of or kind of a	activities that you do?
	Yes	No No	Prefer not to	answer		
18.	Does your spouse have a	a permanent disa	ability or chronic	condition that hinder	s or limits the amount of	or kind of activities that he/she does?
	Yes	No No	Prefer not to	answer		
19.	Did you save part of you	r refund last yea	r?			
	No refund la	ast year 🗌 Ye	s 🗌 No	🗌 Don't ren	nember 🗌 Pr	efer not to answer
20.	Do you rent or own your	home?				
	🗌 Rent	Own	Neither	Prefer NC	t to answer	
21.	What is your gender ider	ntity? (<i>select all</i> a	that apply)			
	🗌 Male	Female	🗌 No	n-Binary	Prefer to self-describe	Prefer not to answer
22.	What is your spouse's ge	nder identity? (s	elect all that app	oly)		
	Male	Female	🗌 No	n-Binary	Prefer to self-describe	Prefer not to answer
23.	Do you identify as LGBTC	Q+ (Lesbian, Gay,	, Bisexual, Transg	gender, Queer/Questi	oning,)?	
	Yes	No No	Prefer not to	answer		
24.	Does your spouse identif	fy as LGBTQ+ (Le	sbian, Gay, Bisex	ual, Transgender, Qu	eer/Questioning,)?	
	Yes	🗌 No	Prefer not to	answer		

Opportunity to Save Your Refund

Whether you want to save for an upcoming purchase, unexpected expenses, or things that are important to you, tax time provides a key opportunity to plan for your future financial security.

In past seasons Tax-Aide users have either deposited some of their refund into a savings account or purchased a \$50 savings bond. If you wish to start or continue saving your tax refund this year, let your Tax-Aide Counselor know.

How to Use this Intake Booklet

Welcome to our AARP Foundation Tax-Aide site. This Intake Booklet is one of the primary ways for you to provide information to the volunteer who will prepare your tax return. In addition to any paperwork you brought, this information will help give us a more complete picture of your tax situation and will also allow you to give us permission to take certain actions. Please complete the Booklet in its entirety and take a look at the following information to help you decide if you wish to give your consents and answer certain questions. **Your answers will not affect the preparation of your tax return.**

Demographic Questions: These are questions about you (and your spouse, if filing jointly). The data from these questions are used for statistical and program planning purposes.

Consent to Disclose Tax Return Information to VITA/TCE Tax Preparation Sites. If you had your tax return prepared at this site last year, some of your information (name, address, dependents, payers, etc.) will automatically appear when we prepare your return this time. You can also conveniently have your information available at any other AARP Foundation Tax-Aide or VITA Site. Sign this form if you want your information to be available at any AARP Foundation Tax-Aide or VITA Site you decide to use next year.

Consent to Disclose/Use Information to AARP Foundation. Sign this form if you want to allow information from your tax return, including answers to demographic questions, to be provided by Tax-Aide to the program sponsor – AARP Foundation – to assist in program development, to help support the funding of this free service and to send you other AARP Foundation program information.

Consent for AARP Foundation to use select tax return information to provide you with additional information about other free AARP Foundation programs or services. In addition to AARP Foundation Tax-Aide, AARP Foundation helps older adults with low income secure the essentials, including good jobs, eligible benefits, crucial refunds, and sustaining social connections through a variety of programs and services. Some or all of these programs or services may be relevant to you. Sign this form if you want to allow AARP Foundation—the charitable affiliate of AARP—to send you information about free programs and services. Your data will not be shared with AARP or AARP's licensed service providers for the purposes of membership marketing or paid offers.

Form **15080** (October 2023)

Department of the Treasury - Internal Revenue Service Consent to Disclose Tax Return Information to VITA/TCE Tax Preparation Sites

Federal Disclosure:

Federal law requires this consent form be provided to you. Unless authorized by law, we cannot disclose your tax return information to third parties for purposes other than the preparation and filing of your tax return without your consent. If you consent to the disclosure of your tax return information, Federal law may not protect your tax return information from further use or distribution.

You are not required to complete this form to engage our tax return preparation services. If we obtain your signature on this form by conditioning our tax return preparation services on your consent, your consent will not be valid. If you agree to the disclosure of your tax return information, your consent is valid for the amount of time that you specify. If you do not specify the duration of your consent, your consent is valid for one year from the date of signature.

Terms:

Global Carry Forward of data allows TaxSlayer LLC, the provider of the VITA/TCE tax software, to make your tax return information available to ANY volunteer site participating in the IRS's VITA/TCE program that you select to prepare a tax return in the next filing season. This means you will be able to visit any volunteer site using TaxSlayer next year and have your tax return populate with your current year data, regardless of where you filed your tax return this year. This consent is valid through November 30, 2025.

The tax return information that will be disclosed includes, but is not limited to, demographic, financial and other personally identifiable information, about you, your tax return and your sources of income, which was input into the tax preparation software for the purpose of preparing your tax return. This information includes your name, address, date of birth, phone number, SSN, filing status, occupation, employer's name and address, and the amounts and sources of income, deductions and credits that were claimed on, or contained within, your tax return. The tax return information that will be disclosed also includes the name, SSN, date of birth, and relationship of any dependents that were claimed on your tax return.

You do not need to provide consent for the VITA/TCE partner preparing your tax return this year. Global Carry Forward will assist you only if you visit a different VITA or TCE partner next year that uses TaxSlayer. You have the right to receive a signed copy of this form.

Limitation on the Duration of Consent: I/we, the taxpayer, do not wish to limit the duration of the consent of the disclosure of tax return information to a date earlier than presented above (November 30, 2025). If I/we wish to limit the duration of the consent of the disclosure to an earlier date, I/we will deny consent.

Limitation on the Scope of Disclosure: I/we, the taxpayer, do not wish to limit the scope of the disclosure of tax return information further than presented above. If I/we wish to limit the scope of the disclosure of tax return information further than presented above, I/we will deny consent.

Consent:

I/we, the taxpayer, have read the above information.

I/we hereby consent to the disclosure of tax return information described in the Global Carry Forward terms above and allow the tax return preparer to enter a PIN in the tax preparation software on my behalf to verify that I/we consent to the terms of this disclosure.

Date	
Date	

If you believe your tax return information has been disclosed or used improperly in a manner unauthorized by law or without your permission, you may contact the Treasury Inspector General for Tax Administration (TIGTA) by telephone at 1-800-366-4484. Report a Crime or IRS Employee Misconduct - U.S. Treasury Inspector General for Tax Administration (TIGTA) (https://www.tigta.gov/reportcrime-misconduct).

Consent to Disclose/Use Information to AARP Foundation

Federal Disclosure

Federal law requires this consent form be provided to you ("you" refers to each taxpayer, if more than one). Unless authorized by law, we cannot disclose, without your consent, your tax return information to third parties for purposes other than the preparation and filing of your tax return. If you consent to the disclosure of your tax return information, Federal law may not protect your tax return information from further use or distribution.

You are not required to complete this form to engage our tax return preparation services. If we obtain your signature on this form by conditioning our tax return preparation services on your consent, your consent will not be valid. If you agree to the disclosure of your tax return information, your consent is valid for the amount of time that you specify. If you do not specify the duration of your consent, your consent is valid for one year from the date of signature.

Terms:

I/We authorize the AARP Foundation as follows:

3 Years-Disclosure: Tax Preparer will disclose the Personal Information to the Software Developer through Software Developer's tax preparation program. The Software Developer will disclose the Personal Information to AARP Foundation.

3 Years-Purpose of the Disclosure/Use is for the Software Developer to make available the Taxpayer's Personal Information as entered in the tax return to AARP Foundation in order for it to provide reporting, support, administrative assistance, and program and research opportunities to the tax preparer.

Personal Information: The tax return information that will be disclosed includes—but is not limited to demographic, financial and other personally identifiable information, about you, your tax return, your sources of income, and any other data that was input into the tax preparation software.

Limitation on the Duration of Consent: I/we, the taxpayer, do not wish to limit the duration of the consent of the disclosure/use of tax return information to a date earlier than three years. If I/we wish to limit the duration of the disclosure/use to an earlier date, I will deny consent.

Limitation on the Scope of Disclosure: I/we, the taxpayer, do not wish to limit the scope of the disclosure of tax return information further than presented above. If I/we wish to limit the scope of the disclosure of tax return information further than presented above, I/we will deny consent.

Primary taxpayer printed name and signature	Date
Secondary taxpayer printed name and signature	Date

If you believe your tax return information has been disclosed or used improperly in a manner unauthorized by law or without your permission, you may contact the Treasury Inspector General for Tax Administration (TIGTA) by telephone at 1-800-366-4484, or by email at <u>complaints@tigta.treas.gov</u>.

Consent for AARP Foundation to Use Select Tax Return Information

Federal Disclosure

Federal law requires this consent form be provided to you. Unless authorized by law, we cannot use your tax return information for purposes other than the preparation and filing of your tax return without your consent.

You are not required to complete this form to engage our tax return preparation services. If we obtain your signature on this form by conditioning our tax return preparation services on your consent, your consent will not be valid. Your consent is valid for the amount of time that you specify. If you do not specify the duration of your consent, your consent is valid for one year from the date of signature.

Terms:

The AARP Foundation Tax-Aide program is one of several free programs or services that AARP Foundation provides to help older adults with low income secure the essentials, including good jobs, eligible benefits, refunds, and sustaining social connections. Some of these programs or services may be relevant to you. If you would like us to use your tax return information to help determine whether other free AARP Foundation programs or services might be available to you, to send you details about how to access these programs or services, and/or contact you to see if you are eligible and interested to participate in research-related activities, such as surveys or discussion groups, that inform our programs and services, please sign and date this consent for the use of your tax return information.

I/We authorize AARP Foundation as follows:

3 Years-Purpose: The purpose of the Use is for AARP Foundation to use your tax return information to determine whether to provide you additional information about other free AARP Foundation programs or services.

Personal Information: The tax return information that will be used includes your name, address, email, phone number, age, adjusted gross income, race, ethnicity, gender identity, sexual orientation, disability status, veteran status, household size, refund allocations, credits, property ownership, and schedules used.

Limitation on the Duration of Consent: I/we, the taxpayer, do not wish to limit the duration of the consent of the use of tax return information to a date earlier than three years. If I/we wish to limit the duration of the use to an earlier date, I/we will deny consent.

Primary taxpayer printed name and signature	Date
Secondary taxpayer printed name and signature	Date

If you believe your tax return information has been disclosed or used improperly in a manner unauthorized by law or without your permission, you may contact the Treasury Inspector General for Tax Administration (TIGTA) by telephone at 1-800-366-4484, or by email at <u>complaints@tigta.treas.gov</u>.



D20444 (10/23)