



Albany Tax Center



FREE INCOME TAX FILING FOR SERVICEMEMBERS, FAMILIES & RETIREES

Tax Season is here. Soldiers, Family Members, and Retirees at the Marine Corps Logistics Base Albany undoubtedly have questions about filing taxes. This information brief addresses some of the commonly asked questions.

Q: WHAT IS THE TAX CENTER?

The Albany Tax Center is a FREE tax preparation service supervised by the Office of the Staff Judge Advocate. We help prepare and file both federal and state tax returns at the Marine Corps Logistics Base in Albany Georgia. Eligible clients include service members, retirees, and dependents.

Q: When will the Albany Tax Center open this year and where are their locations?

The Albany Tax Center will be opening for business on January 12th, 2015. Hours of operations will be 0800-1130 to 1300-1600, Monday through Friday. The Albany Tax Center office is located at 814 Radford Blvd, building 3500, room 314.

Q: When should I bring my taxes in for filing?

You must have all necessary documents before you can file your taxes. While it is best to file as early as possible, some may not have all the documents available to file for several weeks after the tax season begins. The Albany Tax Center will be able to help redeployed service members filing both 2013 and 2014 tax returns. If you still have to file your 2013 tax return, please try to come to the Tax Center as soon as you can so your extension does not expire. Also, please bring the necessary paperwork for both years' returns.

Q: What do I need to bring with me?

In order for our tax preparers to provide customers with the best service and assistance, you will need to bring all of the proper documents. Every client must have a Military ID for the taxpayer and spouse, as well as any power of attorney if applicable. *You MUST also have all of the Social Security cards for the taxpayer, spouse, and any dependents you claim.* You should bring prior years tax returns if they are available. Here are some examples of documents you may need to bring as they apply to your situation:

Location:

Albany Tax Center:
814 Radford Blvd
Building 3500
Room 314
(229) 639-6104

Hours: Mon-Fri, 0800-1130 to 1300-1600

Timeline:

Jan. 12: Tax Center opens
Jan. 20: IRS begins accepting filed tax returns
Apr. 14: Tax filing deadline

What to bring:

- *Military ID card for you and all family members
- *Social Security Card for you and all family members
- *All W-2s, Form 1099s, and all other statements of income
- *Power of attorney if necessary

In the last year, did you...	Documents you will need	Where to find the documents
Earn wages?	Form W-2	Your Employer (e.g. DFAS/my pay)
Earn income from other sources (e.g. Self-employment)?	Forms 1099-MISC, 1099-R, etc.	
Receive Interest/Dividends from checking/savings accounts, bonds, CD, brokerage or dividend?	Forms 1099-INT, 1099-DIV	The financial institution earning the interest or dividends
Receive a scholarship?	Forms W-2, 1098-T	The educational institution or lender
Receive Income or loss from the	Forms 1099-S, 1099-B	The broker or bank

sale of Stocks, Bonds or Real Estate?		
Receive Distribution from Pensions, Annuities, and/or IRA?	Form 1099-R	The distributing financial institution
Receive Unemployment compensation?	1099-G	
Receive Social Security benefits?	SSA-1099	The Social Security Administration
Make Income or a loss from Rental Property?		Your own records or property manager records
Pay home mortgage interest?	Form 1098	The mortgage bank or financial institution
Pay Post secondary (e.g. college) educational expenses?	Form 1098-T	The post secondary institution (e.g. the college or university)
Make a charitable contribution?	Records showing your charitable contribution	The charity receiving the donation
Pay child or dependent care expenses (e.g. Daycare)?	Proof of dependent care expenses (including name, address, and Tax ID of daycare provider)	Your own records and the daycare provider
Pay property taxes?	Form 1098	Your own records
Buy, sell or have a foreclosure on your home?	Form 1099-A	The mortgage bank
Have debt from a mortgage or credit card cancelled/forgiven by a commercial lender?	Forms 1099-C, 1099A	The financial lender
Pay any student loan interest?	Form 1098-E	The student loan lender
Make a contribution to your IRA/TSP account?	IRA/TSP contribution statements	The IRA/TSP financial bank

Q: What are the benefits of having my taxes prepared at the Albany Tax Center as opposed to any of the available commercial tax preparation providers?

First, it is a free service; eligible clients do not have to pay to have their returns prepared. Our dedicated and trained staff is ready to prepare both your federal and state tax returns at no cost to you and your family. In addition, by electronically filing your taxes any refund due to you will usually be received within seven to ten business days. If there are any errors in your return, we have tax specialists available year round to assist you in correcting the problem. If you chose to use an outside tax preparer and the IRS later alerts you to a problem or error, you will need to track down and return to that same private tax preparer for help. This can sometimes lead to problems if the error is discovered after the regular tax season has ended as many private tax preparation providers are only open seasonally.

We look forward to serving you! Please give us a call if you have any questions!