

# HOW TO CLAIM YOUR MONEY

## With the 2019 Federal Earned Income Tax Credit (EITC)

We're partnering with Campaign for Working Families Inc. and PathWays PA to help you get back the full amount of your refund. **It's FREE tax preparation, and it's easy.**

- Visit [www.YouEarnedItPhilly.com](http://www.YouEarnedItPhilly.com) to see how much you might receive through EITC.
- Prepare your materials** using the checklist below. Bring 2019 documents for you and each person in your household. If this is your first time filing for EITC, you may also file for 2016, 2017, and 2018 to get even more money back. But you must bring all necessary documents for those years as well.

### 1. PERSONAL INFORMATION: Bring all documents below.

- Valid picture ID
- Taxpayer Identification Number: Social Security card, Social Security number verification letter, or Individual Taxpayer Identification Number

### 2. PROOF OF INCOME: Bring all documents that apply to your household.

- W-2s for all jobs last year
- 1099s for any other income received last year
- Statements for prizes, scholarships/fellowships, or lottery/gambling winnings

### 3. PROOF OF HEALTH INSURANCE: Bring all documents that apply to your household.

- 1095-A if you had coverage through the Health Insurance Marketplace
- 1095-B or 1095-C if you had other kinds of insurance or coverage

### 4. ADDITIONAL ITEMS: Bring all documents that apply to your household.

- Checking and savings account information, to have your refund directly deposited
- Tax return from last year, if available
- Child care expenses—provider's address and federal tax ID #
- Homeowners—mortgage statements and property tax bills
- Education—college tuition and student loan statements
- Alimony paid or received
- Notices—IRS, state tax, Health Insurance Marketplace, or anything that says "IMPORTANT TAX DOCUMENT"

- Choose a FREE tax prep location** from the list on the other side of this sheet. They're available all over the city, so it should be easy to find one near you.
- Once you've chosen your location and gathered your necessary documents**, you're ready to go and claim your refund. The deadline to file is April 15, 2020, so don't wait. **And remember**, you could get up to \$6,557 back—but you must file for EITC with your taxes to get it!

If you need assistance, call **215.686.9200** or visit [www.YouEarnedItPhilly.com](http://www.YouEarnedItPhilly.com).

 **Español, Việt, Русский, français, 繁體中文, மலித், Português, and 한국어.**

## The deadline to file is April 15!



Turn over for **FREE tax prep locations.**

# HOW TO CLAIM YOUR MONEY

With the 2019 Federal **Earned Income Tax Credit (EITC)**



- ✓ **Choose a FREE tax prep location** from the list below. They're all over the city, so it should be easy to find one near you. Then fill out the box below and keep this form as a reminder.

**When will you file your taxes?**

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_ Phone: \_\_\_\_\_

- ✓ **Prepare your materials and claim your refund.** When visiting your chosen tax prep location, you must bring the necessary 2019 documents for **each person in your household** to get the full amount that your family is entitled to. Visit [www.YouEarnedItPhilly.com](http://www.YouEarnedItPhilly.com) to see a detailed checklist. The deadline to file is April 15, 2020, so don't wait.

## Center City

### Center City Super Site

RISE 1425 Arch Street  
Philadelphia, PA 19102  
Mon–Thu 10am–7pm;  
Friday 10am–2pm; Sat 9am–3pm

### District 1199C Training Fund

100 S Broad Street, 10th Floor  
Philadelphia, PA 19110  
Wed 4:30pm–7:30pm & Sat 9am–1pm  
(Members Only)

### Philadelphia Chinatown Development Corporation

1001 Vine Street  
Philadelphia, PA 19107  
Sat & Sun 9am–3:30pm (Feb 15 to Mar 15);  
Closed Feb 29 & Mar 1  
Languages Spoken: Chinese

## Germantown

### CareerLink Northwest

5847 Germantown Avenue  
Philadelphia, PA 19144  
Mon, Tue, Wed 4pm–8pm; Sat 9am–2pm

### Indochinese-American Council

4936 Old York Road  
Philadelphia, PA 19141  
Tue 4pm–7pm; Wed & Thu 10am–2pm  
Languages Spoken: Vietnamese  
and Spanish

## North Philadelphia

### Saint Christopher's Hospital for Children

160 E Erie Avenue  
Philadelphia, PA 19134  
Mon 11am–7pm, Sat 8am–4pm

### CWF Headquarters

1415 N Broad Street, Suite 222  
Philadelphia, PA 19122  
Mon, Tue, Wed & Thu 10am–7pm;  
Friday 10am–2pm  
Languages Spoken: Vietnamese  
and Spanish

## Hace Business & Visitor Center

2708 N 5th Street  
Philadelphia, PA 19133  
Tue & Thu 10am–4pm; Sat 9am–3pm  
Languages Spoken: Spanish

### Vaux EnVision Center

2300 Master Street  
Philadelphia, PA 19121  
Mon 12:30pm–6pm; Fri & Sat 9am–1pm

## Kensington

### Ceiba

174 Diamond Street  
Philadelphia, PA 19122  
Fri. & Sat. 9:30 a.m.–5 p.m.  
Languages Spoken: Spanish  
Appointments only

### NKCDC — Orinoka Civic House

2771 Ruth Street, Suite 1  
Philadelphia, PA 19134  
Mon 10am–3pm; Wed 9am–2pm

### Congreso de Latinos Unidos

216 W Somerset Street  
Philadelphia, PA 19133  
Mon, Tues, Thurs 5:30pm–8pm; Sat 9am–1pm  
Languages Spoken: Spanish

### Impact Services

1952 E Allegheny Avenue  
Philadelphia, PA 19134  
Tue & Thu 4pm–7:30pm; Sat 10am–2pm  
(Drop-off Service Only)

## South Philadelphia

### Dixon House

1920 S 20th Street  
Philadelphia, PA 19146  
Mon & Wed 5pm–7:30pm; Sat 9am–3pm

### United Communities

2029 S 8th Street  
Philadelphia, PA 19148  
Thu 3pm–6pm; Sat 9am–3pm  
Languages Spoken: Burmese,  
Vietnamese, and Indonesian

## Southwest Philadelphia

### Ebenezer Church

5649 Christian Street  
Philadelphia, PA 19143  
Mon & Tue 12pm–6pm  
Wed & Thu 10am–2pm, Sat 9am–2pm

## West Philadelphia

### ACHIEVEability

59 N 60th Street  
Philadelphia, PA 19139  
Tue & Thu 9am–7pm, by appointment only  
Please call (215) 557-8484  
Sat 9am–1pm

### CHOP Karabots

4865 Market Street  
Philadelphia, PA 19139  
Tue & Thu 5pm–7pm;  
Sat 9am–3pm

### Mount Pisgah A.M.E. Church

428 N 41st Street  
Philadelphia, PA 19104  
Mon 2pm–7:30pm; Fri 10am–3pm;  
Sat 9am–3pm  
Languages Spoken: Chinese

### ParkWest Town Center

Mercy Healthcare Building  
(in front of Lowe's)  
1575 N 52nd Street  
Philadelphia, PA 19131  
Tue, Wed, Thu 10am–7pm; Sat 10am–3pm

### Northeast Super Site

7300 Bustleton Avenue  
Philadelphia, PA 19152  
(formerly Payless Shoe Store)  
Mon–Thu 10am–7pm; Fri 10am–2pm;  
Sat 9am–3pm  
Languages Spoken: Albanian,  
Turkish, Russian, and Spanish

## FREE FILE ONLINE SITES

Visit one of these sites, and we'll help you file online! IRS FREE FILE PROGRAM delivered by TurboTax.

### Lenfest Center

3890 N 10th Street  
Philadelphia, PA 19140  
Tue & Wed 10am–1pm

### Project HOME — Main Office

1515 Fairmount Avenue  
Philadelphia, PA 19130  
Mon, Wed, Fri 10am–3pm

### Project HOME — Hub of Hope

1400-30 Arch Street  
Philadelphia, PA 19102  
Tue 10am–3pm

### Project HOME —

### Honickman Center

1936 Judson Street  
Philadelphia, PA 19121  
Thu 10am–3pm

### Utility Emergency Services Fund

1608 Walnut Street, Suite 600  
Philadelphia, PA 19103  
Mon, Tue, Wed 10am–3pm

### Philadelphia Interfaith

### Hospitality Network

7047 Germantown Avenue  
Philadelphia, PA 19119  
Tue 10am–2pm; 4pm–6pm; Thu 1–5pm;  
Sat 10am–2pm