

# VOLUNTEER INCOME TAX ASSISTANCE

February 4 to April 15, 2026

## Free Income Tax Preparation

For taxpayers whose household income falls below \$69,000 annually

### Walk-In Service Times

We accept walk-ins, first come first served:

- Wednesdays: 10 AM - 3 PM
- Thursdays: 10 AM - 3 PM
- Saturdays: 8:30 AM - 11:30 AM

Or until site is at full capacity.

**See back of flyer for document and other details**

### Drop Off Your Documents

Our drop-box is available Monday through Friday, 9 AM - 4:30 PM  
Drop-offs are accepted through Tuesday, April 7.

Johnson County Extension  
Attn: VITA  
11811 S Sunset Dr, Suite 1500  
Olathe, KS 66061

**Learn more at [johnson.k-state.edu](http://johnson.k-state.edu)**

For specific questions, call 913-715-7000 on Wednesdays or Thursdays.



Kansas City Metropolitan  
Tax Coalition

**KANSAS STATE  
UNIVERSITY**

Extension  
Johnson County

**JOHNSON  
COUNTY**  
KANSAS

**El Centro**  


In partnership together

# Free Income Tax Preparation Checklist

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- Photo Identification, & Social Security Card  
OR ITINs for Every Individual on the Return
- 2024 Tax Return
- Marketplace Form 1095A if ACA Insured
- All W2s, 1099s and Other Tax Forms  
All forms must be printed, no digital files
- Bank Routing & Account Number for Refunds  
The IRS will no longer send checks

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## Need to Drop Off Your Documents?

**NOTE-When your return is completed, you will be called with the results and EACH TAX PAYER WHO IS NOT A DEPENDENT FILER on the return will be required to return to the site to sign the e-file authorization form. We CANNOT complete the e-file until this requirement is met.**

Include the following **required** documents:

- Completed & Signed IRS Forms
- IRS 14446 Virtual VITA Taxpayer Consent
- IRS 13614 Intake/Interview and Review Sheet

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Refunds may be delayed if information provided is not accurate and complete.