

TAX FILING TIPS AND ON-LINE RESOURCES

Robins Air Base will not offer face-to-face tax preparation and filing services this year; however, with the right tax software you can save time and money and have a general reassurance that your taxes have been filed correctly. Alternatively, you may wish to hire a commercial preparer to file your taxes.

As a first step, it's important to decide which option would best suit your needs. Some factors for consideration include the complexity of your taxes, your willingness and ability to do your own tax work, as well as general costs associated with each option.

Regardless of what you decide, whether you choose a paid preparer or take advantage of free on-line filing services, you remain responsible for filing a complete and accurate return.

Free Options:

IRS: Free File	
Eligibility:	All filers with income below \$79,000
For more information:	https://www.irs.gov/filing/free-file-do-your-federal-taxes-for-free

MilitaryOneSource, MILTAX (MilitaryOneSource also offers access to tax consultants who can answer questions.)	
Eligibility:	Active-duty military. Retired and honorably discharged members are authorized for up to 180-days past separation. Spouses, dependent children and survivors can use the free services as well.
For More Information:	https://www.militaryonesource.mil/financial-legal/tax-resource-center/miltax-military-tax-services

IRS VITA (Volunteer Income Tax Assistance) Locator Tool	
In partnership with the IRS, local VITA Centers provide free tax preparation services by IRS-trained and certified volunteers. In 2024, United Way of Central Georgia had three Central Georgia VITA center locations: Macon, Milledgeville, and Warner Robins. Additionally, St. Vincent De Paul had VITA center locations in the following cities: Atlanta, DeKalb, Rockdale, South Fulton, Clayton, and Douglas, and Paulding. To locate active VITA centers in 2025, use the following tools:	https://irs.treasury.gov/freetaxprep/ or call 800-906-9887 to locate 2025 VITA centers for filing your 2024 taxes. VITA center income restriction is \$67,000.

Documents You Will Need in Order to File Your Taxes:

You will need to have certain documents available no matter which preparation option you choose. The most important documents you will need include last year's tax return and this year's W-2(s). You should also bring the following (non-exhaustive):

- Social Security Card/SSNs for all persons claimed on the tax return
- Real estate tax documents including mortgage interest statements (Form 1098)
- Alimony, child support, or related payment agreements
- Investment tax documents (Form 1099)
- Any documented income from rental properties
- Records of moving expenses related to new military assignment, retirement, separation, etc.
- Receipts/documentation for deductibles
- Child and dependent care information

For those using software, it's likely you'll need your prior year's return to set up an account. Once you've created an account, follow the prompts to input data from your current year tax documents. Finally, use your prior return to check your current return. Did you remember to include all bank and interest-bearing accounts, student loan interest, childcare expenses, etc.?