

## Tax Workshop

### **Things everyone needs to bring:**

**\*\*COMPLETED intake form—this speeds up the process\*\***

1. Social security card
2. Passport
3. I-94
4. VISA
5. Address in home country
6. Address in USA
7. # of days present in USA in 2007, 2008, 2009
8. Academic advisor's name and phone #
9. If J-1 scholar, supervisor's name and phone #
10. If you filed taxes last year, please bring your copies

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

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

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

### **If you worked you also need:**

1. W-2 or 1042 forms (any tax forms you received from a bank 1099, etc)
2. Amount of last year's Indiana tax refund (if applicable)
3. If you live off campus, landlord's name, phone #, and address
4. For direct deposit of refund, checkbook w/ routing and account #