

# FAQs

---

## How much do I have to make to qualify for assistance from the Tax Help New Mexico Program?

The program helps New Mexico residents with an annual household income of \$56,000 or less, as well as those 65 years of age and older.

## How much does it cost to have my return prepared?

We are a free service. There is no fee for your return to be prepared at a Tax Help New Mexico site.

## Can you prepare my state return?

Your New Mexico personal income tax return can be prepared at any of our sites. We do not prepare other state tax returns.

## Do you prepare prior year returns?

Prior year returns are prepared at some sites. Please check with your closest site to see if, and when, they are able to prepare prior year returns. Sites that are able to prepare prior year returns typically do so only during March.

## Are you open year-round?

Tax Help New Mexico sites are typically open from February 1 to April 15. If a site has extended operating times, it will be advertised at the site.

# What documents should I bring for my meeting with the tax preparer?

In order to have your taxes prepared at a Tax Help New Mexico location, you must have the following documents:

- Original Social Security cards or Individual Tax Identification Number (ITIN) for yourself, your spouse and your dependents or anyone else on your return
- Taxpayer(s) must have a **photo ID** (driver license, state issued ID, passport, military ID, tribal ID)
- Birth dates for all persons listed on the return
- Married filing joint: both spouses must be present with proper documentation to complete tax return

In addition to the documents listed above, you must bring any of the following documents that are applicable to your situation:

- Form 1095-A (From Marketplace invoice)
- All W-2 Forms
- All W-2G Forms (Gambling)
- All 1099 Forms (Miscellaneous, Interest, Dividends, etc.)
- All 1098 Forms (Mortgage and Tuition Statements)
- All K-1 Forms
- Prior year tax return
- Statement from your daycare provider with the amount paid, address and tax number if claiming child and dependent care expenses. If you may be eligible for the state daycare credit, you will need to bring a NM PIT CG from your daycare provider.
- List and total of all itemized deductible expenses such as medical expenses, charitable deductions, real estate taxes, etc.
- List and total of all business expenses, including mileage records, if you are self-employed. Also bring amounts paid for gross receipts taxes.
- SSA-1099 Social Security benefits statement
- If you are required to repay the first-time homebuyer credit, a record of the amount of the credit you received
- If you purchased a home in the last year, bring your closing documents
- Records of all other income received
- If you would like your refund deposited directly into a bank account, bring your bank's routing number and your account number
- If you sold stock, we would need purchase date, how much was it purchased for, date sold, how much it was sold for, records of any fees paid
- If you had college educational expenses, bring book and tuition costs.
- All other tax-related documents

## Why do I have to have my social security card or ITIN card/letter for all persons listed on my return?

Part of our quality service is to verify that all information on a return is correct.

## Do I really need a photo ID?

Yes. Taxpayers and their spouse (if married) need to provide a photo ID at the time of the return preparation. Photo IDs for dependents are not required.

## Do I need to bring my child's birth certificate?

No. You do not need to bring your child's birth certificate.

## Is there a fee for electronic filing?

There is no fee to file your return electronically.

## Can I have my refund deposited directly into my bank account?

You can have your refund directly deposited. This is the safest and quickest method of receiving your refund. You can also use your federal refund to purchase Series I Savings Bonds. Your name has to be on the account you use for direct deposit.

## Can I make an appointment to have my taxes prepared?

Albuquerque sites operate on a first-come/first-served basis. Check the individual site information on sites outside Albuquerque to see if they prepare returns by appointment.

# Does the type of income I earn affect my ability to get assistance from Tax Help New Mexico?

Tax Help New Mexico volunteers can prepare returns with the types of income listed below:

- Wages, salaries, tips
- Scholarships and Pell Grants
- Interest income and tax-exempt interest
- Dividends
- Taxable state refunds
- Alimony income
- Self-employment income
- Income from stock transactions and other capital gains and losses
- IRA distributions
- Pensions and annuities
- Royalty income
- Unemployment compensation
- Social Security income, SSI and SSDI
- Veterans income
- Other income, such as tribal distributions, jury duty pay, and winnings from gambling.

# Does the program help people with my specific filing status?

Tax Help New Mexico will prepare returns for people with the following filing statuses:

- Single
- Head of Household
- Qualifying Widow(er)
- Married Filing Jointly

*Please note: THNM does NOT prepare Married Filing Separately returns.*

# Can Tax Help New Mexico prepare returns that include any types of deductions, adjustments or expenses?

Tax Help New Mexico volunteers can prepare returns with the following adjustments, expenses and credits:

- Self-employment expenses such as miles, materials, office supplies, and other expenses incurred under \$10,000
- Alimony paid to a former spouse
- IRA deductions
- Student loan interest paid
- Tuition, fees, and books related to higher education expenses paid by the taxpayer for themselves or a dependent
- Foreign taxes paid up to \$300 or \$600 if married filing joint
- Amounts paid for child and dependent care
- Retirement savings contributions
- Child tax credit
- Residential energy credits for energy efficiency improvements for the taxpayer's main home
- Estimated taxes paid
- Earned income credit
- Additional child tax credit
- First-time homebuyer credit repayment
- Shared responsibility payment
- Repayment of Premium tax credit

## Are there any types of returns that Tax Help New Mexico won't prepare?

Tax Help New Mexico will NOT prepare the following:

- Married Filing Separate returns
- Self-employment with a home office, depreciation, amortization, employee expense or total expenses more than \$10,000
- Complicated & advanced capital gains and losses
- Rental income and expenses
- Individual Taxpayer Identification Number (ITIN)
- Employee business expenses
- Moving expenses
- Non-deductible IRAs
- Minor's investment income
- Any state tax return other than New Mexico or Arizona
- Farm income