

Following recommendations from the CDC and Florida Department of Health, United Way Suncoast will continue to offer our VITA services at limited capacity.

# TAX PREPARATION IS AVAILABLE

Need to File a Tax Return? United Way Suncoast VITA Program has various methods to service your needs.

## TAX PREPARATION: COVID-19 SAFETY PRECAUTIONS FOR ALL SITES

- All sites, regardless of type, will operate on an appointment-only basis.
- Appointments will be spaced in a way to limit interaction and ensure no overlap of taxpayers.
- A screener will contact taxpayers the day before the appointment to confirm and complete health screening using questions designed by the CDC and FL DOH. Screeners will require taxpayers to reschedule appointments if COVID symptoms are present.
- When possible, a screener will email a copy of the intake sheet to the taxpayer to complete before they come to the site. This will reduce the amount of time the taxpayer is physically present at the site.
- Only the taxpayer (and spouse if married filing jointly) may come to the site. No other individuals will be admitted.
- All volunteers and taxpayers must wear a mask or face covering at the site. Masks will be available at all sites if needed.
- Volunteers and taxpayers will maintain distancing of at least 6 ft.
- Surfaces are wiped down between appointments.



**VITA**  
VOLUNTEER  
INCOME TAX  
ASSISTANCE

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