

Please fill out this additional Intake Sheet to assist us in your tax return preparation.

1. Please provide a password for use when communicating by phone. We will ask you for this password when we call. This lets you know that we are who we say and lets us know we are speaking with the correct person. This can be anything you like, a name, a color, etc.

Password

2. Please provide the best time to contact you (and spouse, if married) during tax office hours. **BE PREPARED TO ANSWER YOUR PHONE AT THESE TIMES.** Last year we encountered an issue where we had to attempt contact with taxpayers multiple times before actually getting to speak with them. We cannot start your tax return until we have conducted the interview!

Day(s) of the week _____ Time Frame _____

3. During the last year, did you receive any of the following services from Logan County Good Samaritan:

Please select all that apply:

_____ I (we) have only used the VITA Tax Program.

_____ I (we) have also attended produce and/or mobile pantry distributions which are open to all Logan County residents.

_____ I (we) have received food or financial assistance that was applied for.