



2016 FREE TAX PREPARATION

The following sites will prepare and file your North Dakota and Federal individual income tax returns for free. Please note that the hours and days of operation vary by location and some locations require an appointment. See the last page of this document for a list of items that you should bring with you to your appointment. Sites that are highlighted are only open for one or two days.

AARP FOUNDATION TAX-AIDE & IRS VOLUNTEER INCOME TAX ASSISTANCE (VITA) SITES/TIMES:

BARNESVILLE, MN

Lakes and Prairies Community Action – 104 N Front St (VITA SITE)

Friday Noon – 4:00 p.m. **By Appointment Only**

Call 218-512-1550 to make an appointment. No appointments after April 12.

BELCOURT, ND

Legal Services of ND – 7 BIA Rd., Bdlg 85 (VITA SITE)

Monday - Wednesday & Friday 8:00 a.m. – 4:30 p.m.

Thursday 8:00 a.m. – 4:00 p.m.

Appointments preferred, but walk-ins accepted. Call 701-477-3710 to make an appointment.

Closed Monday, February 15.

Pathway to Prosperity – 1105 Hospital Rd., Suite A-3 (VITA SITE)

Monday - Friday 8:00 a.m. – 5:00 p.m.

Closed Monday, February 15.

BISMARCK, ND

Bismarck Senior Center – 315 N 20th St. (TAX-AIDE SITE)

Monday & Tuesday 9:30 a.m. – 6:30 p.m. **By Appointment Only**

Thursday 1:30 – 6:30 p.m. **By Appointment Only**

Saturday 9:00 a.m. – 12:30 p.m. **By Appointment Only**

Call 701-751-4074 to make an appointment.

University of Mary in the Butler Center – 505 S 7th St. (VITA SITE)

Saturday 9:00 – 11:30 a.m.

Open these Saturdays only: February 13 & 20, March 12 & 19, and April 2.

BRECKENRIDGE, MN

Lakes and Prairies Community Action – 508 8th St. S. (VITA SITE)

Various Mondays & Wednesdays **By Appointment Only**

Appointments Call 218-643-2888 to make an appointment. No appointments after April 13.

DETROIT LAKES, MN

Detroit Lakes Mahube – 1125 West River Rd. (VITA SITE)

Monday & Wednesday 8:30 a.m. – 4:30 p.m. **By Appointment Only**

Tuesday 12:30 – 7:30 p.m. **By Appointment Only**

Thursday, March 24 & 31 Only **By Appointment Only**

Call 218-847-1385 to make an appointment. Closed Monday, February 15.

Mahube Detroit Lakes Library – 1000 Washington Ave. (VITA SITE)

Saturday, March 5 10:30 a.m. – 3:30 p.m. **By Appointment Only**

Call 218-847-1385 to make an appointment.

DEVILS LAKE, ND

Christ Free Lutheran Church – 109 Shamrock Ln. (TAX-AIDE SITE)

Tuesday, Wednesday & Thursday 10:00 a.m.– 4:00 p.m. (by appointment only)

Call 701-662-8521 to make an appointment beginning February 9.

DICKINSON, ND

Dickinson Community Action – 202 E Villard (VITA SITE)

Monday & Wednesday 9:00 a.m. – Noon & 1:00 – 5:00 p.m. **By Appointment Only**

Friday 9:00 a.m. – Noon **By Appointment Only**

Call 701-277-0131 to make an appointment.

Dickinson Public Library, West Door - 139 3rd St. W (TAX-AIDE SITE)

Monday & Wednesday 1:00 – 4:00 p.m.

FARGO, ND/WEST FARGO, ND

Faith Lutheran Church – 127 2nd Ave. E, West Fargo (TAX-AIDE SITE)

Tuesday 9:00 a.m. – 8:00 p.m.

Wednesday 9:00 a.m. – 3:30 p.m.

North Dakota State University in the NDSU Library Basement – 1201 Albrecht Blvd. (VITA SITE)

Tuesday 6:00 p.m. – 9:00 p.m.

Open February 16 to March 29. Closed Tuesday, March 15.

Olivet Lutheran Church – 1330 S University Dr. (TAX-AIDE SITE)

Monday & Friday 9:00 a.m. – 3:30 p.m.

Open through April 18. Closed on Monday, March 28.

600 E. BOULEVARD AVE., DEPT 127
BISMARCK, ND 58505-0599



WWW.ND.GOV/TAX | TAXINFO@ND.GOV NORTH DAKOTA

FARGO, ND CONTINUED

SE ND Community Action Agency – 3233 S University Dr. (VITA SITE)

Monday – Friday 8:30 a.m. – 4:00 p.m. **By Appointment Only**

Wednesday & Thursday (evenings in Feb. Only) 5:00 p.m. – 8:00 p.m. **By Appointment Only**

Call 701-232-2452 to make an appointment. No appointments after April 13. Closed Monday, February 15.

FORMAN, ND

Forman Library – 346 Main Street (VITA SITE)

Wednesday, February 10 10:30 a.m. – 3:00 p.m. **By Appointment Only**

Call 701-232-2452 to make an appointment.

FORT TOTTEN, ND

Legal Services of ND – 214 1st Ave. (VITA SITE)

Monday 8:00 a.m. – 4:30 p.m.

Walk-ins accepted, but appointments preferred. Call 701-350-1663 to make an appointment.

Days alternate with Belcourt site.

FORT YATES, ND

Sitting Bull College – 9299 Hwy 24 (VITA SITE)

Thursday 9:00 a.m. – 3:30 p.m. **By Appointment Only**

Call 701-854-8122 to make an appointment. No appointments after March 31. Closed Monday, February 15.

GRAFTON, ND

Red River Valley Community Action – 554 West 12th St. (VITA SITE)

Tuesday, March 15 10:00 a.m. – 4:00 p.m. **By Appointment Only**

Wednesday, March 16 10:00 a.m. – 5:00 p.m. **By Appointment Only**

*Call 701-746-5431 to make an appointment. **Open March 15 & 16 ONLY.***

GRAND FORKS, ND/EAST GRAND FORKS, MN

East Grand Forks Campbell Library – 422 4th St. NW (TAX-AIDE SITE)

Tuesday 1:00 – 7:00 p.m.

Thursday 1:00 – 4:00 p.m.

Saturday 10:00 a.m. – 1:00 p.m.

GF Air Force Base – 575 Holzapple St. - GFAFB (VITA SITE)

Monday, Wednesday & Friday 9:00 a.m. – 2:00 p.m.

Base Personnel ONLY.

Red River Valley Community Action – 1013 N 5th St. (VITA SITE)

Monday – Thursday 9:00 a.m. – Noon & 1:00 - 4:00 p.m. **By Appointment Only**

Call 701-746-5431 to make an appointment. No appointments after April 7. Closed Monday, February 15.

600 E. BOULEVARD AVE., DEPT 127
BISMARCK, ND 58505-0599

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HAWLEY, MN

Lakes and Prairies Community Action –421 5th St. (VITA SITE)

Tuesday 9:00 a.m. - Noon **By Appointment Only**

Call 218-512-1550 to make an appointment.

HILLSBORO, ND

Hillsboro Armory – 408 1st Street SE (VITA SITE)

Monday, February 22 9:00 a.m. – 3:00 p.m. **By Appointment Only**

Call 701-232-2452 to make an appointment.

JAMESTOWN, ND

University of Jamestown in Unruh-Shedon Center, Rm. 136 – 610 7th Ave. NE (VITA SITE)

Wednesday, February 3 3:00 – 6:30 p.m. **Progress Clients and By Appointment Only**

Saturday, February 6, 13, 20 & 27 10:00 a.m. – 4:00 p.m. **By Appointment Only**

Call 701-253-4468 or email vita@uj.edu to make an appointment.

LISBON, ND

Lisbon Head Start – 418 5th Avenue W (VITA SITE)

Call for Date 9:00 a.m. – 3:00 p.m. **By Appointment Only**

Call 701-683-5843 to make an appointment.

MAHNOMEN, MN

Well – Shooting Star Casino – 777 South Casino Road (VITA SITE)

Monday – Thursday 12:30 – 8:00 p.m. **By Appointment Only**

Friday 10:00 a.m. – 3:30 p.m. **By Appointment Only**

Call 1-800-752-6579 to make an appointment. Closing March 10. Closed Feb 1, 12, 15, 26 & 29.

Mahnomen Mahube – 118 W Madison Ave. (VITA SITE)

Thursday 10:00 a.m. – 4:30 p.m. **By Appointment Only**

Call 218-935-5022 to make an appointment. Closed Monday, February 15.

MANDAN, ND

Morton-Mandan Library – 609 W Main St. (TAX-AIDE SITE)

Monday, Thursday & Saturday 9:30 a.m. – 12:30 p.m. **By Appointment Only**

Thursday 4:00 – 8:00 p.m. **By Appointment Only**

Call 701-751-4074 to make an appointment. No appointments after April 14.

MAYVILLE, ND

Mayville State University – 300 3rd Street NE (VITA SITE)

Thursday, February 11 9:30 a.m. – 3:00 p.m. **By Appointment Only**

Call 701-232-2452 to make an appointment.

MINOT, ND

Minot American Legion – 1949 N. Broadway (TAX-AIDE SITE)

Monday, Tuesday, Thursday & Friday 10:00 a.m. – 3:30 p.m. **By Appointment Only**

Call 701-509-1446 to make an appointment.

Community Action Partnership – 2020 8th Ave. SE (VITA SITE)

Wednesday 1:00 – 4:00 p.m. **By Appointment Only**

Thursday 1:00 – 5:30 p.m. **By Appointment Only**

Call 701-839-7221 to make an appointment. Closed Thursday, March 10.

Minot Air Force Base – 475 Summit Dr., Ste. 211- Minot AFB (VITA SITE)

Monday – Thursday 8:30 a.m. – 3:00 p.m. **By Appointment Only**

Friday 8:30 a.m. – Noon* **By Appointment Only**

Saturday 8:00 a.m. – 11:30 a.m. **By Appointment Only**

*Base Personnel ONLY. Call 701-723-3026 to make an appointment. *Walk-ins OK for 1040EZ returns on Fridays.*

MOORHEAD, MN

Concordia College – 1310 8th St. S (VITA SITE)

Monday, Tuesday & Thursday 6:00 p.m. – 9:00 p.m.

Concordia College site closed on February 22, 23 & 25; Site open through March 10.

Hjemkomst Center – 202 1st Ave. N (TAX-AIDE SITE)

Thursday 9:00 a.m. – 3:30 p.m.

Lakes and Prairies Community Action – 705 11th St. N, Ste. 402. (VITA SITE)

Tuesday & Thursday 5:00 – 8:00 p.m.

Wednesday (during February only) 5:00 – 8:00 p.m.

Closing April 12.

NEW TOWN, ND

Legal Service of ND – 345 Main St. (VITA SITE)

Monday 9:00 a.m. – 6:00 p.m.

Tuesday & Wednesday 9:00 a.m. – 4:30 p.m.

Call 701-627-4719 to make an appointment. Walk-ins accepted, but appointments preferred and given priority.

PARK RAPIDS, MN

Park Rapid Mahube – 120 N. Central Ave. (VITA SITE)

Monday 1:00 – 7:30 p.m. **By Appointment Only**
Wednesday & Friday 9:00 a.m. – 4:30 p.m. **By Appointment Only**
Call 218-732-7204 to make an appointment. Closed February 15.

WADENA, MN

Wadena Mahube – 311 Jefferson St. S (VITA SITE)

Tuesday 9:00 a.m. – 4:30 p.m. **By Appointment Only**
Call 218-632-3600 to make an appointment.

WAHPETON, ND

Richland County Social Services – 413 3rd Avenue N (2nd Floor) (VITA SITE)

Thursday, March 3 9:00 a.m. – 3:00 p.m. **By Appointment Only**
Call 701-232-2452 to make an appointment.

Wahpeton Head Start – 1202 Westmore Ave. (VITA SITE)

Tuesday, February 9 10:00 a.m. – 3:00 p.m. **By Appointment Only**
Call 701-642-9825 to make an appointment.

Wahpeton Senior Center - 520 3rd Ave. S (TAX-AIDE SITE)

Tuesday 8:30 a.m. – 3:00 p.m. **By Appointment Only**
Call 701-642-5746 to make an appointment beginning February 9.

WILLISTON, ND

Community Action Agency – 120 Washington Ave. (VITA SITE)

Tuesday & Thursday 10:00 a.m. – Noon & 1:00 – 4:00 p.m. **By Appointment Only**
Call 701-572-8191 to make an appointment. Open February 15 to April 8.

BRING THE FOLLOWING ITEMS TO YOUR APPOINTMENT:

1. For married filing joint, both spouses must be present
2. All Forms W-2 and 1099
3. Information for other income
4. Information for all deductions and credits
5. A copy of last year's tax return
6. Proof of account for direct deposit of refund
7. Social Security cards or Individual Taxpayer Identification notices/cards for you, your spouse and/or dependents
8. Proof of identification for yourself and/or your spouse
9. Total paid to daycare provider and their tax ID number
10. Birth Dates for you, spouse and or dependents on the return
11. Proof of foreign status if applying for ITIN
12. Forms 1095-A, B or C (ACA Statements)
13. For prior year returns, copies of income transcripts from IRS (and state, if applicable)