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TAXPAYER *Tips*

Ten Tax-Time IRS Tips to Consider

ANNAPOLIS, Md. (March 28, 2017) --The tax filing deadline is Tuesday, April 18, this year. This is because April 15 falls on a weekend and the following Monday is a holiday in the District of Columbia. Even with an extra three days, the IRS urges taxpayers to avoid waiting until the last minute to file their taxes.

For those who have yet to file, the IRS has 10 quick ideas to help:

1. Gather Records. Good recordkeeping is important. It helps to ensure that nothing gets overlooked. Records such as receipts and cancelled checks also provide expense documentation.

2. Use IRS Online Tools. The IRS has [many useful online tools](#). The [Interactive Tax Assistant tool](#) provides answers to many tax questions. It gives the same answers that an IRS representative would give over the phone.

3. File Electronically. Most taxpayers file electronically these days. It offers ease and convenience. The tax software guides people through the entire process. There are no forms to fill out. [Electronic filing](#) is also a more accurate way to file.

4. Use IRS Free File. [Free File](#) is available only on IRS.gov. Taxpayers earning \$64,000 or less last year can use free name-brand tax software to file a federal tax return. Free File Fillable Forms, an electronic version of IRS paper forms, is available for those who earned more than \$64,000. People can use Free File to get an automatic six-month extension to file. An extension to file a tax return, however, is not an extension to pay any taxes owed. April 18 is still the deadline for any taxes owed.

Taxpayers can now use their cell phone or tablet to prepare and e-file a federal tax return through IRS Free File. Access Free File two ways: Use the IRS app, [IRS2Go](#), which has a link to the Free File Software Lookup Tool, or use the device's browser to go to www.IRS.gov/freefile and select the "[Free File Software Lookup Tool](#)" or "Start Free

File Now” to find the software product desired. The IRS2Go app is available for Android and iOS devices.

5. Report All Income. Taxpayers must report all of their income from Forms W-2, Wage and Tax Statements, and Forms 1099. Other income may be reportable as well, even if the taxpayer does not receive a statement.

6. Choose Direct Deposit. The fastest and safest way to a refund is to file electronically and choose [Direct Deposit](#). The IRS issues most refunds in less than 21 days.

7. Visit IRS.gov. IRS.gov is an excellent resource. Taxpayers can click on the "[Filing](#)" icon for links to filing tips, answers to frequently asked questions and IRS forms and publications. The [IRS Services Guide](#) outlines the many ways to get help on IRS.gov.

8. Explore Filing Options. Taxpayers have many options to file. Self-prepare or use a tax preparer. Millions are eligible for free help from a [Volunteer Income Tax Assistance or Tax Counseling for the Elderly](#) site. The [IRS Directory of Federal Tax Return Preparers](#) provides information on tax professionals including their qualifications and credentials. IRS tools are available 24/7.

9. Check out IRS [Publication 17](#), Your Federal Income Tax, is a complete tax resource. This 300-page guide is available as an [eBook](#) as well.

10. Avoid Errors. Taxpayers should take extra time to review their return to file accurately the first time. [Mistakes](#) slow down refunds. IRS e-file is the most accurate way to file as using it eliminates many common errors. Paper return filers should check all names, Social Security numbers and sign the tax return.

Taxpayers should keep a copy of their tax return. Beginning in 2017, taxpayers using a software product for the first time may need their Adjusted Gross Income (AGI) amount from their prior-year tax return to verify their identity. Taxpayers can learn more about how to verify their identity and electronically sign tax returns at [Validating Your Electronically Filed Tax Return](#).

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