



OFFICE OF CALIFORNIA STATE  
CONTROLLER JOHN CHIANG



**JOHN A. PÉREZ**  
SPEAKER OF THE ASSEMBLY



## **VOLUNTEERS NEEDED TO PROVIDE FREE INCOME TAX PREPARATION**

**ANYONE CAN HELP!**

*You are cordially invited to attend a*

### **FREE VOLUNTEER ORIENTATION!**

We provide a **free 4 hour** introduction to the Volunteer Income Tax Assistance (VITA) Certification Program. Certified volunteers will help prepare income tax returns for low-to-moderate income families and individuals.

RSVP to attend the following **introductory volunteer training** to serve as an IRS-Certified VITA Volunteer Income Tax Preparer:

**Saturday, December 10, 2011**

**9:00 A.M. – 1:00 P.M.**

Central City Neighborhood Partners

501 South Bixel Street

Los Angeles, CA 90017

(213) 482-8618

[\*\*Click here to RSVP!\*\*](#)

Check-in begins at 8:30 A.M.; Free parking on 5<sup>th</sup> Street

*Topics include:*

**ORIENTATION TO THE VITA PROGRAM**

**INTRO TO BASIC TAX LAW**

**HOW TO BECOME AN IRS-CERTIFIED**

**VITA VOLUNTEER INCOME TAX PREPARER**

A background check will be requested of all volunteers due to the level of access to confidential taxpayer information.

### **VITA Volunteer Orientation - Registration Form**

Space is Limited — RSVP by Friday, December 9, 2011

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_ Phone \_\_\_\_\_

E-Mail \_\_\_\_\_ Fax \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

To RSVP: [Click here](#) or Fax this form to (213) 833-6011 or  
Mail to State Controller's Office: 777 S Figueroa St., Ste 4800, Los Angeles, CA 90017  
For more information, please e-mail Tina Hossain at [vita@sco.ca.gov](mailto:vita@sco.ca.gov) or call (213) 833-6007