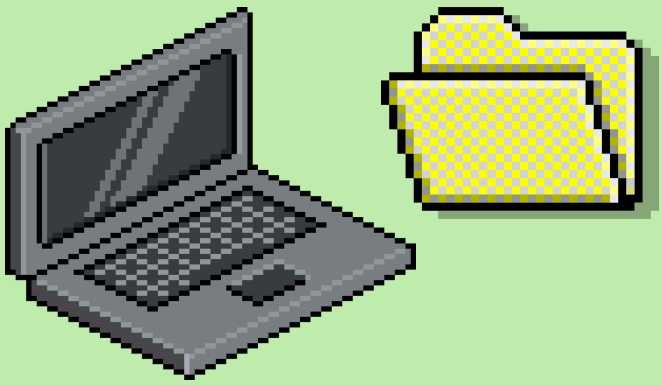
HOW TO FILE TAXES

Start

Best for: Youth who worked, received a W-2, did gig work, or had taxes taken out of paychecks.

Step 1: Know if you need to file.

You may need to file taxes if you worked, had federal taxes taken out, were self-employed/gig working, or want to claim a refund.



Step 2: Collect your tax papers.

- W-2 from each job
- 1099 forms, if any
- Social Security card/number
- Photo ID
- Bank routing/account number for direct deposit
- Last year's tax return, if you have it

Step 3: Use free tax help.

United Way of Palm Beach County's Taxes Filed Free / VITA program offers free tax filing help with IRS-certified volunteers. For the 2026 tax season, Palm Beach County residents generally qualified with 2025 income of $78,000 or less

Step 4: File before the deadline.

Tax Day is usually in April. Filing earlier helps you get any refund faster.

Step 5: DO NOT pay someone if you qualify for free help.

VITA is free, confidential, and available at sites throughout Palm Beach County

CLICK HERE for more help!