



Make a difference. Become a volunteer preparer.

NYC Free Tax Prep provides trusted, professional filing *at no cost* for New Yorkers with low to moderate incomes. **As a volunteer preparer, you can have a real impact on New Yorkers' lives.**

In just one tax season, you'll complete about 40 tax returns, helping your neighbors claim more than \$90,000 in refunds and tax preparation fee savings. Such meaningful impact can result from one shift a week.

No tax experience required! You will receive training and support throughout the process. You just need to be comfortable working on a computer and supporting New Yorkers.

Benefits of volunteering:

- Gain experience and marketable skills to build your resume.
- Make a difference in your community.
- Fulfill volunteer hour requirements.
- Build your professional and personal network while meeting like-minded people.

Note: Enrolled Agents can earn IRS Continuing Education (CE) credits. Attorneys and Certified Public Accountants may also qualify for CE credits.

Get started in just 3 steps:

- 1 Learn about NYC FREE TAX PREP**
10/2026 – 12/2026
 - Complete our volunteer interest form.
 - Attend an Information Session.
- 2 Get TRAINED AND CERTIFIED**
11/2026 – 01/2027
 - Complete the volunteer training in person or online.
You will learn basic tax law and how to complete basic tax returns using online software.
 - Successfully complete the open-book IRS certification tests.
Tests are free.
- 3 Start MAKING A DIFFERENCE**
01/2027 – 04/2027
 - Volunteer for one 4 to 8 hour shift per week.
 - Receive on-site support with every return you file.



Zohran Kwame Mamdani
Mayor

Consumer and Worker Protection

Samuel A.A. Levine
Commissioner

Learn how you can make a difference:

- Sign up nyc.gov/volunteertaxprep
- Email freetaxprep@dcwp.nyc.gov
- Call **311** and say "volunteer"