

Purpose: The IRS toll-free assistance line and the VITA Site Locator Tool on irs.gov use the information you provide on this form to help taxpayers locate the nearest volunteer tax preparation site. Fill-in the information below carefully and ensure it is accurate and complete. Return the completed form to your local IRS contact. **If the site information changes after submitting this form, please provide your local IRS contact with the updated information immediately.**

Site Information

Date (MMDDYYYY) 11/14/2023	11. Does site prepare prior year returns <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Revised form <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	12. Does the site offer Certifying Acceptance Agent (CAA) service <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1. Site name CHARLES YOUNG CENTER	13. Does the site use an Alternative Filing Method for return preparation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", select one and type additional methods if applicable
2. Site address 540 EAST THIRD STREET	14. What service systems are used to support virtual return preparation for this site? Select all that apply. <input type="checkbox"/> DocuSign <input type="checkbox"/> Fax machines and/or phone calls <input type="checkbox"/> Get Your Refund <input type="checkbox"/> Google docs <input type="checkbox"/> TaxSlayer taxpayer customer portal <input type="checkbox"/> TaxSlayer taxpayer scanned documents <input type="checkbox"/> Zoom or other video conferencing system <input type="checkbox"/> Other system (write in) _____
3. City, state, Zip code LEXINGTON, KY 40508	
4. Site Identification Number (SIDN) S43013888	
5. Program type VITA <input checked="" type="checkbox"/>	
6. First day open/ Last day open 1/22/24 / 4/9/24	15. Does your VITA/TCE site offer voter registration assistance to customers/taxpayers at any time during the year <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7. Languages offered ENGLISH	16. Does the site offer Financial Education and Asset Building Services If "Yes", Relationship Manager is required to complete Form 14099 - SPEC Financial Education & Asset Building Partner Assessment Tool <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
8. Is the site open to public <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	17. Does the site Prepare Non-Resident Alien/Foreign Student/Scholar Returns <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
9. Is the site an appointment only site <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide contact name and phone number	18. Has Form 15272, VITA/TCE Security Plan, or equivalent been submitted to the Territory Office <input type="checkbox"/> Yes <input type="checkbox"/> No
10. Is the site a mobile only site <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	19a. Federal e-file <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 19b. State e-file <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Site Operating Hours

Day	Time	Comments (e.g. holiday closures, alternative opening times)
	Open Close	
MON	5:00PM 8:00PM	CLOSED FEBRUARY 19, PRESIDENTS DAY
TUE	4:00PM 8:00PM	
WED		
THUR		
FRI		
SAT		
SUN		

Site Coordinator or Contact

Name PAULA KING	Phone number 8594944670	Best time to call ANY <input type="checkbox"/> AM <input type="checkbox"/> PM
Address (street, city, state, zip code) 540 EAST THIRD STREET, LEINGTON, KY 40508	Email address PAULAK@LEXINGTONKY.GOV	

IRS Use Only

Date Form 13715 received in Territory Office	SPECTRM updated (employee SEID) and date
Territory Manager or Designee approval (sign and date certifying the information on this form matches the data in SPECTRM)	

Privacy Act and Paperwork Reduction Notice – Our authority to ask for this information is 5 U.S.C. 301 and 26 USC 7801 and 7803. The primary purpose of asking for this information is to assist us in providing services to taxpayers at sites supporting IRS volunteer income tax preparation and outreach programs. The time estimated for participation is 30 minutes. Your response is voluntary. However, if you do not provide the requested information, the IRS may not be able to promote your assistance in these programs. We may not conduct or sponsor a collection of information subject to the Paperwork Reduction Act without displaying the OMB control number. We may provide this information to volunteers who coordinate activities and staffing at taxpayer assistance sites, and we may disclose this information to the media and the public. For more information about these and other routine uses, see the Privacy Act notices for Stakeholder Relationship Management and Subject Files and Volunteer Records (10.004 and 10.555) in the Federal Register: September 8, 2015 (Volume 80, Number 173) [Pages 54073-54074]