

**Order for VITA/TCE Program
2017 Tax Year Products**

Contact and Shipping Address Information

To make corrections, highlight entire box and type over current information

1. Account number		2. Name/Organization*		3. Attention Line 1	
4. Attention Line 2			5. Shipping address*		
6. City*		7. State*	8. ZIP code* + 4	9. Contact person*	10. Phone number Extension
11. Email address (Enter only one email address)			12. Country code*		*Required

SPEC Use Only (Blocks 13-16)

13. Order point number	14. SPEC contact person	15. SPEC contact's email address	16. SPEC contact's telephone number
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Training Materials			Site Materials - Return Preparation		
No.	Product Name Title	Order Quantity	No.	Product Name Title	Order Quantity
1	Publication 1290 (CD) Link and Learn Taxes on CD-Rom		14	Publication 17 Your Federal Income Tax (For Individuals)	
2	Publication 4011 Foreign Student and Scholar Volunteer Resource Guide		15	Publication 596 Earned Income Credit	
3	Publication 4012 VITA/TCE Volunteer Resource Guide		16	Publication 596 (SP) Earned Income Credit (Spanish Version)	
4	Publication 4480 VITA/TCE Link & Learn Taxes Training Kit (Pub. 4480 Cover Sheet, Pub. 4836 (EN-SP), Pub. 4012 and Form 6744)		17	Publication 730 (EN/SP) Important Tax Records Envelope (VITA/TCE) (English/Spanish)	
5	Publication 5051 (CD) VITA/TCE Electronic Training Materials - CD-ROM (Publications 1084, 1345, 3112, 4011, 4012, 4396-A, 4491, 4491-W (Rev. 10-2014), 4695 (PR), 4696 (PR), 4704-FS, 4836 (EN-SP), 4942, 4961, 5166, 5157-A, Forms 6744, 13614-C (EN and SP), and 13614-NR)		18	Publication 4269 I Speak - Language Identification Flashcard	
			19	Form 13614-C Intake/Interview & Quality Review Sheet	
			20	Form 13614-C (SP) Intake/Interview & Quality Review Sheet (Spanish Version)	
			21	Form 13614-NR Nonresident Alien Intake and Interview Sheet	
			Site Materials - Administrative		
6	Publication 1546-EZ Taxpayer Advocate Service - Your Voice at the IRS		22	Instruction 1040 Instructions for Form 1040	
7	Publication 3676-A (EN/SP) VITA/TCE Site Location Poster (English/Spanish)		23	Instruction 1040A Instructions for Form 1040-A	
8	Publication 4053 (EN/SP) Your Civil Rights are Protected Poster (English/Spanish)		24	Instruction 1040EZ Instructions for Form 1040-EZ	
9	Publication 4134 Low Income Taxpayer Clinic List		Other		
10	Publication 4391 Volunteer Privacy Statement (Stuffer)		25	Publication 1 Your Rights as a Taxpayer	
11	Publication 4454 (brochure) Your Civil Rights are Protected		26	Publication 1 (SP) Your Rights as a Taxpayer (Spanish Version)	
12	Publication 4454 (SP) (brochure) Your Civil Rights are Protected (Spanish Version)		27	Document 9282-E Business Reply Label (Austin)	
13	Publication 5169-A Taxpayer Bill of Rights External Poster		28	Document 9282-G Business Reply Labels-CAA-ITIN	