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**FOR IMMEDIATE RELEASE**

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## **Fort Leonard Wood's tax center opens Jan. 14, offers new drop-box feature**

**FORT LEONARD WOOD, Mo.** – The Fort Leonard Wood Tax Center, operated by the Office of the Staff Judge Advocate, is scheduled to open Jan. 14 to assist Soldiers, their families and qualified military retirees, with preparation of individual 2012 tax returns.

A grand opening ceremony for the Tax Center is planned for Jan. 17.

Hours of operation for the Tax Center are Monday through Friday from 8 a.m. to 7 p.m. Appointments are scheduled weekdays between 9 a.m. to 6 p.m. and may be made by calling the Tax Center at 573-596-1040 beginning Jan. 7.

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Clients should bring the following documents to their scheduled appointments: military identification; last year's tax return; Social Security cards for self and any dependents being claimed; W-2's, 1099's, interest statements, and related documents to justify itemized deductions; a voided check, deposit slip or proof of bank routing and account numbers; a power of attorney, if required; an IRS Form 8832, if a non-custodial parent is claiming a dependency deduction; total payment amount and caregiver's Social Security number, if claiming dependent care deduction; and a completed client intake form provided by the Tax Center.

Persons eligible for tax services should know that the center assists with simple individual tax returns and does not assist with filing for small businesses or very complex individual returns. People with questions as to whether the Tax Center can prepare a return, should call 573-596-1040 or the Legal Assistance Office at 573-596-0629.

The Tax Center is scheduled to be open through April 19, 2013. The Tax Center is located on the first floor of the Office of the Staff Judge Advocate in Building 315, at the intersection of Missouri and Headquarters avenues.

The Fort Leonard Wood Tax Center will offer a new feature in 2013 – a drop box – Capt. Bridget Karns, Tax Center officer in charge said.

The drop box service is available to single and married taxpayers, without dependents, who are taking only standard deduction. Tax returns processed through the drop box will usually be ready for pickup by close of business the next day, Karns said.

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To use the drop box, clients need to complete the client intake form at the Tax Center's reception area, and allow tax preparers to photocopy their supporting tax return documents. Tax preparers will call the client when the return is ready for pickup.

Karns advises Tax Center clients to bring their military ID card and Social Security card when dropping off and picking up tax returns.

For additional information, call Capt. Bridget Karns, Tax Center officer in charge, at 573-596-0629.

Last year, the Tax Center filed more than 2,500 federal tax returns.

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### *About Fort Leonard Wood*

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*Fort Leonard Wood is a thriving and prosperous installation that has evolved from a small basic training post 70 years ago to a premier Army Center of Excellence that trains 80-90,000 military and civilians each year.*

*Home to the Maneuver Support Center of Excellence, Fort Leonard Wood now trains and educates service members and develops doctrine and capabilities for the Training and Doctrine Command's U.S. Army Chemical, Biological, Radiological, and Nuclear School, U.S. Army Engineer School, and U.S. Army Military Police School, three gender integrated Initial Military Training brigades, one of only five reception stations in the Army, and the Army's largest Non Commissioned Officers Academy.*

*Over the past several years, Fort Leonard Wood has received numerous additional responsibilities to include supporting the 4th Maneuver Enhancement Brigade, a large Forces Command unit that is responsible for all deployable capabilities at Fort Leonard Wood. A colonel-commanded Marine Corps Detachment and an Air Force Detachment, which are both the largest on any Army installation, are located on Fort Leonard Wood; a large Navy Seabee Detachment and elements of the Coast Guard train here as well.*

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