

Where can I get more information?

Information and free forms are available on the IRS's website at www.irs.gov or by calling 1-800-829-1040.

Oregon tax information is available by calling 1-800-356-4222 or visiting their website at www.oregon.gov/DOR/.

More useful tax information is available on our website at www.oregonlawhelp.org. The Legal Aid LITC may also be able to help you with your tax problem.

How to get help from the Legal Aid Low Income Taxpayer Clinic

Call the Legal Aid Low Income Taxpayer Clinic (LITC) and apply for our services. If you are eligible, we will make an appointment for you to speak with a tax advocate at our office or by phone.

Please bring us your most recent IRS notice or send it to us before your appointment so we can better understand your problem.

After your appointment, we will review your case to determine whether we can help you. If we can't accept your case, we will try to advise you on how to represent yourself.

We do not assist with tax return preparation.
To find local, free tax preparation sites,
call 211 or 1-888-227-7669

About the Low Income Taxpayer Clinic at Legal Aid

Legal Aid Services of Oregon is an independent non-profit law firm that provides statewide legal services to low income clients.

The Low Income Taxpayer Clinic is designed to help people who cannot afford a private attorney.

We can help:

- Represent clients in Tax Court
- Stop liens and levies
- Assist with audits
- Appeal Earned Income Credit denials
- Settle tax debts
- Help with Innocent Spouse Relief and Injured Spouse claims

We are not part of the IRS. When you talk to us, all of your information is confidential. We do not share information with the IRS without your permission.

We never charge a fee for our services.

**LOW INCOME
TAXPAYER CLINIC**

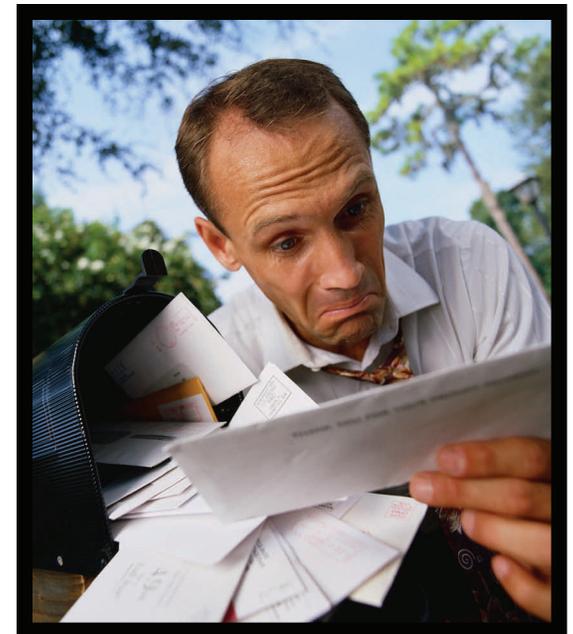
LEGAL AID SERVICES OF OREGON

921 SW Washington, Suite 500
Portland, OR 97205

1-888-610-8764 or 503-224-4086

HELP!

I just got a notice from the IRS...



What to do if you receive a notice from the IRS

Why are they contacting me?

There are many reasons the IRS could be contacting you--they may have found an error on your tax return, they may need more information from you in order to make a decision, or they may want you to file a tax return.

What should I do?

Read the notice carefully

The letter or notice should explain why the IRS is contacting you and what you need to do next. The notice might be requesting more information, informing you of a change they made, or asking you to send a payment. The notice will include a phone number and an address and instructions on what to do next. It may also give you a time limit for responding.



Respond on time

Once you understand why they are contacting you and what they want you to do, it is important to carefully follow their instructions. Pay particularly close attention to any deadlines or time limits for responding.



If you don't respond on time, you could lose important legal rights. You could lose your right to challenge the IRS's decision about your tax matters or the right to provide more proof or information to support your claim.

Don't ignore the IRS

The IRS often makes errors that are easily corrected if dealt with early. The sooner you handle your tax problem the easier it will generally be to resolve.

Keep good records



Be sure and keep a copy of the notice and a copy of anything you send the IRS for your records.

What if my notice is from the Oregon Department of Revenue?

The Department of Revenue contacts taxpayers for many of the same reasons as the IRS. And the same general tips apply—read the notice carefully, be sure to respond on time, don't ignore it, and keep good records.

Need more help?

If you don't understand the notice or need help responding to it, be sure and ask for help. You can call the IRS at the number on your notice or the Oregon Department of Revenue at 1-800-356-4222 for help. Or you could call an attorney. If you can't afford a private attorney, a tax advocate at Legal Aid may be able to help you for free. Legal Aid can be reached at 1-888-610-8764.

Be careful when accepting tax advice from friends and neighbors. Tax law is very complicated and you should be sure that the person who is advising you is qualified to do so.

