

Accounting Aid Society
Site Coordinator Update – March 12, 2022

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BEST PRACTICES

- Ensure both posters are prominently displayed for clients to see when they are at the tax site
 - Publication 4053
 - Publication 4836

TaxSlayer ISSUES - RESOLVED

Michigan Form 4884 – Tier 3 Pension Recipients – RESOLVED

We have been notified that at this time Section B. of Michigan Form 4884 is now calculating correctly. As of 3/11/2022, we were able to confirm that the previously reported issue has been resolved.

Custom Credits – Unable to Enter a Negative Amount - RESOLVED

TaxSlayer is now allowing the entry of a negative number in the Custom Credit field for *City TaxDue/Refund*. As of 3/11/2022, we were able to confirm that the previously reported issue has been resolved.

Important: Please make sure your staff/volunteers are aware that if there is tax due on the City tax return it is entered as a negative number in the Custom Credit field.

HOME HEATING CREDIT DISTRIBUTION

If a client’s heat is provided by DTE Energy, Consumers Energy, or SEMCO Energy Gas, then their HHC may be sent directly to the provider.

Clients will receive a State of Michigan Energy Draft if their HHC is not sent directly to the provider. They will need to send the draft to their energy provider to apply it towards current or future heating bills.

If a client receives a draft and their heat is included in their rent, or the heat service is someone else’s name, then they need to return the draft with a note of explanation and a copy of the lease agreement (or property tax statement if appropriate to: Michigan Department of Treasury, P.O. Box 30757, Lansing, MI 48909.

If a client receives a draft and their heat provider is not enrolled in Michigan’s energy assistance program, or they use bulk fuel; they should return the draft with a note of explanation to the Michigan Department of Treasury.

WHERE DO WE MAIL A FEDERAL RETURN?

IRS 1040 Balance Due, but unable to send payment at the time of filing – Paper filing is discouraged, but sometimes it is the only option. If you have a client that needs to paper file a return, but is unable to make a payment when sending in a return with a balance due they should send their signed return to the same location as a refund due return. These returns should be sent to the IRS office in Ogden, UT. You can find the address label in your site box.

Here is a [link](#) to where Michigan residents should mail their Federal Returns if a paper return is their only option.