



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
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IN REPLY REFER TO:

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WHITE LETTER NO. 11-97

From: Commandant of the Marine Corps  
To: All General Officers  
All Commanding Officers  
All Officers in Charge

Subj: VOLUNTEER FY98 ELECTRONIC INCOME TAX FILING PROGRAM

1. This year every Marine Corps Legal Assistance Office will offer FREE tax assistance and electronic tax filing as part of its Volunteer Income Tax Assistance (VITA) Program. This program is a genuine quality of life initiative which benefits all of our Marines. Its success depends upon command support, advance planning and volunteer participation.

2. The primary objective of the program is to assist Marines, Sailors, retirees and dependents in preparing and electronically filing their State and Federal income tax returns. In addition, the program procures and distributes State and Federal income tax forms to taxpayers aboard Marine Corps installations.

3. Last year's tax assistance program was a great success with 18 Marine Corps tax centers in the United States and Japan electronically filing over 40,000 Federal returns and 12,600 State returns. This was a 29 percent increase over the previous season's total. Overall, the tax program assisted 127,800 clients, saving our Marines over five million dollars in tax preparation and filing fees.

4. The goal this year is to file electronic tax returns for 50 percent of the active duty force at every Marine Corps installation. To meet this goal, commanders must support the VITA program and urge their Marines to take advantage of the benefits the program offers. Support should include making Marines available TAD to the tax center, providing hardware and facilities for tax centers, advertising the program at the unit level, and encouraging Marines to visit tax centers and file their tax returns electronically.

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5. This is a quality of life program with recognizable benefits. With a small investment we can once again save our Marines and Sailors millions of dollars. I ask you to provide this program your strongest backing.



C. E. KRULAK