

## Tax Time Savings Program: HEB Gift Cards

The Tax Time Savings Program offers a \$10.00 HEB gift card to any client of the Tax Help Program who directly deposits at least \$50 of any tax refund they are due into a savings account.

To qualify for the HEB gift card:

- The taxpayer must elect to deposit at least \$50 of their refund into a savings account or purchase at least one savings bond of \$50 or more.
- Checking account deposits do not qualify.
- The gift card must be disbursed at the time that the tax return is completed and signed by the taxpayer (or picked up for mailing if the tax return is Paper). Gift cards may not be issued at any time after the completion of the tax return.
- The primary taxpayer must sign an acknowledgment that they have received the gift card.

### Guidelines for the disbursement of HEB gift cards to taxpayers:

1. The quality reviewer or tax specialist reviewing the tax return should note whether the taxpayer qualifies for the HEB gift card.

**Note:** If the taxpayer is electing to directly deposit into a checking account only or is electing to receive any tax refund as a paper check, the quality reviewer should discuss the opportunity to receive a gift card.

2. The Site Manager is notified that the taxpayer qualifies for the gift card.
3. The Site Manager will complete the manifest with the taxpayer information, including the amount deposited into a savings account.
4. The taxpayer must sign the acknowledgement of receipt before they receive the gift card.