Form <b>13206</b> (Rev. 5-2012)	Department of the Treasury – Internal Revenue Service Volunteer Assistance Summary Report Partners are required to mail, fax or e-mail this form to your IRS reporting office by the 3rd business day after the end of the month for all volunteers that worked at your site(s). New for 2013, Partners working with Enrolled Agents (EA) or Registered Tax Return Preparers (RTRP) who are seeking continuing education credit, must provide the EA/RTRP Practitioner Identification Number (PTIN). Additional submission of this form is necessary only if new volunteers report to your site(s). Report each volunteer only once. Contact your local IRS office for mail or e-mail address						
Date:							
Partner Name:							
Partner Address:							
Primary Contact N	lame:						
Primary Contact A	ddress:		City:	State: _	ZIP:		
	hone Number:						
	I certify t	hat :	all Forms 13615 have been verified and signed.				
Volunteer Information			Volunteer Certification (Check all that apply)		Check if EA or RTRP EA - Enrolled Agent RTRP - Registered Tax Return Preparer		
					Quality Reviewer	Instructor	
Name			Volunteer Standards of Conduct Basic				
			Intermediate				
			Military Health Sa∨ings Account				
			Cancellation of Debt Foreign Student				
			Puerto Rico Site Coordinator Training				
Name			Volunteer Standards of Conduct				
			Intermediate				
			Advanced International				
			Military Health Savings Account				
			Cancellation of Debt Foreign Student				
			Puerto Rico				
			Site Coordinator Training Volunteer Standards of Conduct				
Name			Basic Intermediate				
Position EA or RTRP PTIN			Ad∨anced International				
			Military Health Savings Account				
Address			Cancellation of Debt Foreign Student				
			Puerto Rico				
			Site Coordinator Training Volunteer Standards of Conduct				
			Basic Intermediate				
			Military				
Address			Cancellation of Debt				
			Foreign Student Puerto Rico				
			Site Coordinator Training Volunteer Standards of Conduct				
Name			Basic				
Position			Advanced International				
EA or RTRP PTIN			Military				
Address			Health Savings Account Cancellation of Debt				
			Site Coordinator Training				

OMB Number 1545-2222

Volunteer Information	Volunteer Certification (Check all that apply)	Check if EA or RTRP EA - Enrolled Agent RTRP - Registered Tax Return Preparer	
	(Check an that apply)	Quality Reviewer	Instructor
Name	Volunteer Standards of Conduct Basic Advanced International Military Cancellation of Debt Cancellation of Debt		
	Foreign Student     Puerto Rico     Site Coordinator Training		
Name Position EA or RTRP PTIN Address	<ul> <li>Volunteer Standards of Conduct</li> <li>Basic</li> <li>Intermediate</li> <li>Advanced</li> <li>International</li> <li>Military</li> <li>Health Savings Account</li> <li>Cancellation of Debt</li> <li>Foreign Student</li> <li>Puerto Rico</li> </ul>		
Name	Site Coordinator Training         Volunteer Standards of Conduct         Basic         Intermediate         Advanced         International         Military         Health Savings Account         Cancellation of Debt         Foreign Student         Puerto Rico         Site Coordinator Training		
Name	Volunteer Standards of Conduct         Basic         Intermediate         Advanced         International         Military         Health Savings Account         Cancellation of Debt         Foreign Student         Puerto Rico         Site Coordinator Training		

## **IRS Use Only**

Make sure all information is correct before entering it in SPECTRM. Once verified, enter the amount on line 1 below.

1. Total number of volunteers reported of	n this Form for the partner				
2. Total number of volunteers previous					
3. Total number of volunteers reported this filing season (Add 1 & 2)					
ployee Name:	_ Employee SEID:	Date entered into SPECTRM:			

## **Privacy Act Notice**

Our legal right to ask for information is 5 U.S.C. 301 and 26 USC 7801.

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The primary purpose of asking for this information is to assist us in contacting you relative to your interest and/or participation in the IRS volunteer income tax preparation and outreach programs, and to identify your skills. We may provide information to volunteers who coordinate activities and staffing at taxpayer assistance sites. For more information about uses, see the Privacy Act Notice for the Taxpayer Assistance Reporting System (SPECTRM) in the Federal Register: July 19, 2004 (Volume 69, Number 137) [Notices] [Pages 43055-43056].

Your response is voluntary. However, if you do not provide all or part of the requested information, the IRS may not be able to use your assistance in these programs.

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The Paperwork Reduction Act requires that the IRS display a valid OMB control number on all public information requests. If you have comments regarding the time estimates or suggestions on making this process simpler, including the time to review instructions, search existing data resources, gathering and maintaining the data needed, and completing and reviewing this collection of information, please write to the Internal Revenue Service, Tax Productions Coordinating Committee, SE:W:CAR:MP:T:T:SP, 1111 Constitution Ave., NW, Washington, DC 20224.