



Calendar Year 2020 Tax Reporting

Contacts for inquiries about tax documents issued by President and Fellows of Harvard College

COVID protocols require most customer service teams to work remotely, where onsite assistance is not available. Departments are accessible via email and/ or by phone as indicated.

<u>Tax Document with Issuing/ Return Address*</u>	<u>IRS Deadline for Mailing</u>	<u>Issuing Department</u>	<u>Department Contact Phone Number and/ or Email</u>	<u>Websites- Tax Document Information and/ or Access to Tax Forms</u>
W-2 1033 Mass Ave, 2 nd Fl	1/31/21	Central Payroll	617-495-8500 (option 4) ufs_crt@harvard.edu	http://oc.finance.harvard.edu/how-to/central-payroll/order-copy-your-w-2
1099-MISC and 1099-NEC 1033 Mass Ave, 2 nd FL	1/31/21	Accounts Payable	617-495-8500 (option 1) ap_customerservice@harvard.edu	http://oc.finance.harvard.edu/tax-services-contacts
1042-S 1033 Mass Ave, 2 nd FL	3/15/21	Nonresident Alien Tax Compliance	617-495-8500 (option 5) nratux_ufs@harvard.edu	http://nratax.oc.finance.harvard.edu/1042-s-reprint-alert and http://www.hio.harvard.edu/faq-tax-filing
1042-S (College Students) 1033 Mass Ave, 2 nd FL	3/15/21	Student Accounts Office (SAO)	617-495-2739 student_billing@harvard.edu	https://sfs.harvard.edu/tax-reporting-documents
1098-E 1350 Mass Ave, 8 th FL	1/31/21	Student Loan Office (SLO)	617-495-3782 student_loans@harvard.edu	https://heartland.ecsi.net/
1098-T 1350 Mass Ave, 8 th FL	1/31/21	Student Accounts Office (SAO)	617-495-2739 student_billing@harvard.edu	https://sfs.harvard.edu/tax-reporting-documents 1098T Access: https://my.harvard.edu/
1098-T (DCE Only) 51 Brattle Street	1/31/21	DCE (Extension and Summer School <i>only</i>)	MAXIMUS Federal TRA ** 800-223-0043	https://tra.maximus.com
1095-C 114 Mt. Auburn St, 4th FL	3/2/21	Benefits	617-496-4001 benefits@harvard.edu	https://hr.harvard.edu/benefits-department

*Return addresses indicated are reflected on tax-reporting documents issued by President and Fellows of Harvard College.
Please refer to department contact phone number and/ or email provided for customer service support.

**The service provider for DCE's 1098-T Forms is MAXIMUS Federal (MAXIMUS TRA). MAXIMUS TRA responds to all DCE student inquiries about the 1098-T Forms. DCE students may visit the Maximus TRA web site <https://tra.maximus.com> or contact the TRA Services Help Desk 800-223-0043 anytime Monday – Friday 10AM to 8PM (EST).