



# FREE TAX PREP

## Tax Site Information Form

**Tax Year 2025**

<b>Agency Name:</b>
<b>Site Name:</b> Robert Morris University
<b>Tax Site Address:</b> Andrew Carnegie Free Library - 300 Beechwood Ave, Carnegie, PA 15106
<b>Site Coordinator Name:</b> Ira Abdullah and Yao Zhang
<b>Site Coordinator Email:</b> <a href="mailto:abdullahi@rmu.edu">abdullahi@rmu.edu</a> ; zhangq@rmu.edu
<b>Site Coordinator Phone:</b> 412 397 6382; 412 397 6335
<b>Opening Date:</b> January 31 <sup>st</sup> , 2026.
<b>Closing Date:</b> April 11 <sup>th</sup> , 2026.

### DIRECTIONS:

**Please provide specific directions to the site that include the nearest landmark:**

Nearest Landmark

- The **Andrew Carnegie Free Library & Music Hall** is located at **300 Beechwood Avenue, Carnegie, PA 15106**. A well-known landmark near the library is **Carnegie Park**, which is situated directly across Beechwood Avenue from the library.

Direction to Library:

**From Carnegie Park:**

- Head west on Beechwood Avenue toward the library.
- The library's main entrance will be on your left, with a set of stairs leading up to the front doors.

**From the Intersection of Beechwood Avenue and Broadway Street:**

- Head east on Beechwood Avenue.
- Continue straight; the library will be on your right, just past the intersection.

**Parking options available at this site:**



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- Free parking is available around the library building, including along the traffic circle that encircles the library. Parking is also available along the west side of Beechwood Avenue, from the steps leading from the street to the library entrance, down the hill to the intersection with Broadway

### Please indicate the location of the nearest bus stop(s)

The **nearest bus stops** to the **Andrew Carnegie Free Library & Music Hall** at **300 Beechwood Avenue, Carnegie, PA 15106** are located along **Beechwood Boulevard**. These stops are served by **Port Authority Bus Route 65**.

#### **Nearest Bus Stops:**

- **Beechwood Blvd + #2530 (Outbound)**: Approximately a 1-minute walk to the library.
- **Beechwood Blvd + Anita Ave (Inbound)**: Approximately a 3-minute walk to the library.

Additionally, the **West Busway + Carnegie Station** is a major transit hub located about a 10-minute walk from the library. This station provides access to several bus routes, including the **G2** and **G31**, offering convenient connections to various parts of the Pittsburgh region.

For real-time bus schedules and updates, you can visit the Port Authority of Allegheny County's official website or use their TrueTime service to track buses.

### Distance from bus stop to site

1. Beechwood Blvd + #2530 (Outbound, Route 65)
  - Distance to library: ~0.1 miles
  - Walking time: ~1–2 minutes
2. Beechwood Blvd + Anita Ave (Inbound, Route 65)
  - Distance to library: ~0.2 miles
  - Walking time: ~3–4 minutes
3. West Busway + Carnegie Station (G2/G31, major hub)
  - Distance to library: ~0.5 miles
  - Walking time: ~10 minutes

### Photo of Site Entrance



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**Dress code:**

Business Casual is preferred.

**Bad weather/emergency plan:**

In the event of severe weather or an emergency while on site at the Andrew Carnegie Free Library & Music Hall, all visitors and staff should follow instructions from on-site personnel and posted emergency signage. If shelter is required, proceed to the interior areas of the building away from windows and exterior doors. In case of evacuation, use the marked exits and assemble in the **adjacent Carnegie Park** or other designated safe areas, as directed by staff. For immediate assistance, dial **911** or contact local authorities.

**Important Information about your organization (mission, other work that you do, etc.):**



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The Robert Morris University School of Business prepares students to be skilled, ethical, and community-minded professionals. Through programs like the ATI Center and VITA, students gain hands-on experience while serving the community. Our mission combines professional excellence with civic engagement, helping students apply their knowledge to make a meaningful impact.