

CLIENT SERVICES:

Tax Preparation Services

Dear Client:

Preparing your own income tax return can be a task that leaves you with more questions than answers. According to a study released by the U.S. Government's General Accounting Office, most taxpayers believe they benefited from using a professional tax preparer.

Whether we like it or not, today's tax laws are so complicated that filing a relatively simple return can be confusing. It is just too easy to overlook deductions and credits to which you are entitled. Even if you use a computer software program there's no substitute for the assistance of an experience tax professional.

Here's what you'll get:

- Your tax return will be checked and rechecked by our computer software identifying potential problems the IRS may look at more closely and reviewing the math to limit IRS contacts
- Your tax return can be filed electronically so you will get a refund back quicker.
- Our staff will show you how to adjust your payroll withholding to get more money back each week. Why give the IRS an interest free loan for up to 16 months.
- We will show you potential deductions to limit your tax liability for next year.

Tax services offered include but are not limited to:

- * Individual Tax Returns – Federal, All States, & Local
- * Electronic Filing – Federal & PA
- * LLC/LLP Returns
- * "C" & "S" Corporation Returns
- * Non-Profit Returns
- * Estate and Trust Returns
- * Gift Tax Returns
- * Payroll Tax Returns
- * Sole Proprietorships
- * Partnership Returns
- * Homeowners Association Returns
- * Bureau of Charitable Organization Reports
- * Federal and PA Inheritance Tax Returns
- * Excise Tax Returns
- * Sales and Use Tax Returns

Books a Mess: No Problem!

If you own a small business and haven't kept up your bookkeeping, don't worry. We can help you. We'll prepare your bookkeeping for the year, prepare a full Schedule C, as well as your personal income tax return. Then we'll help you set up an easy system that allows you to keep your books in tip-top shape next year.

Sincerely yours,

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