

Rejoyce L. H. Lunceford, CPA, PLC

Your Peace of Mind Awaits

January 20, 2025

Dear Business Tax Clients,

We hope this correspondence finds you healthy and well. We are ready for the 2024 tax season and would like welcome you to our 2024 tax season process; we have summarized a few important topics and updates in this letter.

WHAT YOU NEED TO KNOW ABOUT THIS TAX SEASON

The tax filing deadline this year for partnerships and S-corps, without extension, is Monday, March 17, 2025. Engagement letters are going out next week.

We strongly urge you to get us your information as soon as possible, especially if we need to reconcile your accounts. If your business is not engaged for monthly bookkeeping with us, and you would like to be, please email Douglas@CPARejoyce.com to schedule a meeting to determine your needs.

If we are only providing tax preparation services, please ensure you have reconciled all bank accounts, credit cards accounts, and loan accounts before providing to us a trial balance of your business. You may also wish to reconcile your POS (point of sale system) and Payroll information to your accounting records. You will want to make sure your business expenses and revenues are completely entered for the year.

FEES

Our fees for tax preparation are based on the complexity of the return and the time it takes to prepare/file it. We did not increase our fees to you last year, however, our fees did increase. We are increasing our fees this year. The cost of software has increased, sadly leaving us no choice (having searched other options, we are still using the most cost-effective option).

The average increase over last year is \$100. Each engagement's price is tailored to your specific tax forms needed for your return.

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We accept major credit cards, checks, and cash. Fees are collected 50% upfront when you sign your engagement letter and 50% upon completion of your return. We will not start work on your return until we have both a signed engagement letter and 50% of the tax preparation fee.

APPOINTMENTS

If you have any detailed questions or would like to meet with us to discuss any new or unusual circumstances, please email Douglas@CPARejoyce.com to set-up a virtual or face-to-face meeting. Note that there are a limited number of appointments during this time frame, so please schedule early.

If you have any questions, please let us know. A satisfied client is our most valuable asset. Your recommendation to an associate, friend or family member is more significant than any advertisement. We sincerely appreciate your patronage and as always, we strive to provide you with professional and efficient service.

We look forward to seeing you in 2025. If you have any questions regarding this letter or our services, please do not hesitate to call.

BENEFICIAL OWNERSHIP INFORMATION

The US Department of the Treasury, FINCEN, Financial Crimes Enforcement Network (www.fincen.gov) has mandated additional filing requirements for businesses in the US. If you would like me to file the information on your behalf, a separate engagement will need to be signed.

If you have complex ownership structures, it is recommended to seek out the assistance of a licensed attorney to complete this requirement.

As of the date of this letter, the filing requirement is voluntary the Supreme Court rejected the DOJ attempt to enforce on January 10, 2025. Please look out for updates on our website, www.CPARejoyce.com under blogs.

Sincerely,



Rejoyce Lunceford, CPA