

Dear Client,

January 2, 2018

Thank you for your business this past year! I hope to earn your business again this year! The tax return you are filing for 2017 has very few changes in comparison to 2016 tax laws. BUT as I'm sure most of you have heard your 2018 taxes will have many changes due to the new tax laws passed on December 19, 2017.

I will be offering few different opportunities to get your taxes prepared:

- Drop them at my home, there is a locked dropbox on the wall outside the business entrance. Or drop them off during business hours (listed on my website).
- An appointment at my home office, which has a separate business entrance. You can electronically set up your appointment at <http://hopestaxservicellc.schedulista.com>. Or if you prefer you can email, text or call me to set up your appointment.
- Mail them to me.
- I will pick them up at Omaha City Hall on most Tuesdays at lunchtime.

I will be offering appointments:

Mon, Wed and Thur 9:00pm–8pm
Tues 4pm–8pm
Fri and Sat 9am–4pm
Sunday 12pm–4pm

There is an organizer for your assistance in gathering your tax documents. There is also a summary list of forms needed to prepare your taxes, which you can use as a checklist in making sure you have your forms.

Before I can submit your tax return to the IRS this year, I **MUST** have payment for my tax preparation services and the electronic filing forms signed by all taxpayers.

Any referrals are always greatly appreciated. I love to save people money from paying high tax preparation prices and advise them in any way I can on their taxes. You can find me on facebook at Hope's Tax Service.

I appreciate your business and enjoying preparing your return each year!

Thank you!

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