



PREMIER ACCOUNTING & TAX

8A FRANKLIN ROAD
NEWNAN, GA 30263
770-251-0168
770-251-0061 FAX

TAX PREPARATION ENGAGEMENT LETTER AND PRICE SHEET FOR THE 2022 TAX YEAR

PERSONAL TAX RETURNS START AT \$250
SMALL BUSINESS SCHEDULE C, E, F RETURNS START AT \$350
PARTNERSHIPS, CORPORATE AND/OR S – ELECTION CORPORATE RETURNS START AT \$750

*ALL PRICES SUBJECT TO ADJUSTMENT

Returns will not be released or e-filed without payment received in full. Fees are for the preparation of the return and are due whether you choose to file the return or not. Cash, check, Visa, MasterCard, Discover and American Express are accepted.

_____ We ask that you allow 2 weeks for us to complete your returns **from the date that the last document needed was received, not the date of drop off of the initial information.**

We are working on returns as quickly as possible. We will call you with any questions or concerns, or once the return is complete. If it has been longer than 2 weeks, please feel free to call and inquire about the status of your return. All tax returns are completed in the order we receive them.

Premier Accounting & Tax thanks you for your business and cooperation on these matters. You may submit your tax documents in person or on our secure portal. You may call or text 770-251-0168 or email info@patnewnan.com to set a tax appointment if needed.

Sincerely,

Premier Accounting & Tax

Terms Accepted by (print name): _____

Signature: _____

Best contact number: _____

How would you like to receive a copy of your return? _____ Paper _____ Electronic

Office Use only

Sign in Date/Time _____ Checked-in by (initials): _____