

Subject: Important Information Regarding Your Tax Return Delivery

As we continue to prioritize both efficiency and security, and finalize your tax return, I wanted to provide you with important details about how your documents will be delivered.

If you are receiving a copy of your tax return in paper form, please note that you will receive a condensed copy of the return with the major forms necessary for your record keeping, along with your source documents. The printed tax return can become very large and is usually only useful to a future preparer.

However, for your privacy and security, the full set of your tax return and supporting documents—scanned copies of any paperwork used to prepare your return—will be made available, through the guest portal, as an attachment to an email, on a CD or thumb drive, as a password-protected digital file.

If you have any questions or need further clarification, please do not hesitate to reach out to me. I am always here to assist you.

Thank you for your trust in my services. I look forward to continuing to support you in all your tax and financial needs.