

# Gargans Tax Services LLC

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January 16, 2017

Dear Valued Client,

Happy New Year! We trust that you had a great holiday season and were able to spend some time with your loved ones.

We are gearing up for tax season and looking forward to assisting you once again this year. Our software is in place and included with this letter are the Updates for tax year 2016 and the Fee sheet. Due to all the new requirements with the Affordable Care Act, there is new information concerning this issue on the **Tax Updates page**. Please be advised there will be an additional charge if you did not have health insurance for 2016 and want to see if you qualify for a hardship exemption. There are additional forms as well that need to be prepared, which will be charged a fee.

Due to insurance requirements, we will be sending you an engagement letter for you to sign before tax preparation can begin. There will also be a second engagement letter, as a result of the Affordable Care Act passed in 2010. In addition, signed Efile forms need to be in our possession before we can file your returns electronically. We thank you in advance for your cooperation regarding these three requirements.

Please feel free to call our office if you have any questions. We are here to serve you in any way that we can and look forward to working with you again this year.

The IRS will begin accepting electronic filed returns starting Jan. 23, 2017. We will be accepting appointments starting Monday January 23RD.

We also want to provide additional protection for your Identity. Please review the **Tax Updates page**, as I explained how I will be assigning the password to tax docs that I scan and email to you. If you want to assign a password to your tax docs to me then use the same password outlined. Identity threats are real but we can take steps to protect our information.

Best Regards,

Doug Gargan