



ANDERSON, ADKINS  
& COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

March 23, 2020

Re: Filing Requirement for 2019 Tax Returns

Dear Sir or Madam,

On Friday March 20, 2020, the Internal Revenue Service Director, at the direction of President Trump, extended the filing requirements from April 15, 2020 until July 15, 2020 and per IRS Notice 2020-18 the payment of the tax until July 15, 2020 for all individuals, estate, trusts and corporation.

As a result of this legislation, we will continue to prepare your tax returns as they come in, but the immediate need to provide us with your information has been delayed. If you have a meeting or are planning on dropping your information off any time soon, we will prepare it as quickly as we can, but if you want to take advantage of the delayed July 15<sup>th</sup> deadline, please know that we will be glad to honor your request.

During these challenging times, our office will remain open to serve our clients with changes as recommended by the CDC to limit social contact which has included:

- Allowing limited appointments and pickups.
- Telephone and fax transmission of documents.
- Electronic receipt and transmission of documents via secure emails and web portal.
- Employee remote teleworking.
- Utilization of IRS approved Electronic or Facsimile Signatures.

We will update our website and Facebook as more information becomes available.

We thank you for your understanding and your business.

Respectfully,

  
Anderson, Adkins & Company, C.P.A.'s, P.C.  
Certified Public Accountants

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