

BNS Accounting Services PS

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Dear Client,

As we all prepare for a new tax filing season, we feel we must communicate to our clients some changes in our procedures that we find necessary to provide effective services. We will highlight in **bold** significant changes of which you should be aware.

Here are the changes for 2023:

1. **Our fees will be higher.** There will be a minimum 9% increase in our fees for tax preparation, bookkeeping, and payroll services.
2. **We will no longer be able to respond to IRS correspondence for our clients without charge.** We will look at any IRS notices, and, if the issue is due to an error on our part, we will continue to attempt to remedy the issue and reimburse our clients for penalties and interest and inconvenience as we always have.
3. If a client has **crypto** transactions, we **will not compute basis information for sales.** At a seminar one of the speakers says that **Zenledger** (there are other companies that provide these services) will generate a report for a fee in the range of \$200.
4. Accompanying the authorization forms for electronic filing, or before the delivery of a paper return, we will require that you sign an **engagement letter**, a copy of which will accompany this letter.
5. **Clients must ask us to apply for automatic extensions.** For clients who have provided us some or all of their tax information, we will deem that we have been granted permission to file extensions, if, for any reason we are unable to provide the tax return by the original due date.
6. There will be a **\$35 flat fee** for providing extra **copies of tax returns** we have prepared for you.
7. If your filing status is **head of household**, or if you claim the **earned income tax credit**, or if you have **children past high school age whom you wish to claim as a dependent**, we will ask you to fill out the applicable IRS interactive tax assistant questionnaire and provide the results to us.

Thank you for reading this letter. In these changing and challenging times we look forward to seeing and working for our valued clientele.

Sincerely,

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