

# J & A INCOME TAX

---

**TO: All J&A Tax Clients**

We hope you had a Happy Holiday season and wish each of you a very healthy and prosperous new year.

This past year has still been a challenging year just like 2020. Covid-19 still is affecting all of us in so many ways with no end in sight. Having said that, tax season 2021 is upon us. Tax preparation is as complex as it has ever been and with recent legislation, will only get more difficult. Attached is our updated checklist of tax items.

**Three notes of importance.**

- **We must have your 3<sup>rd</sup> stimulus payment received or tell us if you did not receive one**
- **We must have any Advance Child Tax Credit payments received or if you opted out**
- **We do not expect to have in office appointments once again. Please see below.**

**Even with vaccines and other “tools” to assist with the pandemic, it appears Covid-19 is not going away. Accordingly, face to face appointments will be very limited and restricted. With staff members having compromised immune systems and for the safety of the staff, our families and our clients, appointments will be limited. This is not an easy decision for us, but I truly feel a necessary one. Restricting appointments worked out very well last year and we truly hope this is the last year this will be necessary. Of course, if a face-to-face meeting is absolutely required, we will take every measure possible to allow for this. However, we strongly encourage mail in or drop off service. This is still a challenging and frustrating time with the health crisis. With the workload tax season brings us, we just cannot have a situation where we must quarantine either due to exposure or due to the virus itself. Our staff is just too small. This is an unfortunate situation, and we appreciate your understanding and patience. Most drop offs are completed within 48-72 hours. Your preparer will contact you with any questions and call you upon completion of your return.**

As always, we still have our client referral program in place. We are so fortunate to have received so many referrals over the years from our clients. To extend our appreciation to you, we have improved our referral program. Each new referral you send us will now earn you a \$35 gift card.

Thank you for choosing J & A as your tax professionals. We are most honored to have you as our client and will always work hard to earn loyalty and trust. Below is our returning customer loyalty coupon.

*Sincerely,  
The Staff at J&A Income Tax Service*



***Returning Customer Loyalty Coupon***

This coupon is good for \$25 off on the preparation of Federal and State Tax Returns

Both returns must be prepared in order for the coupon to be valid.

Cannot be combined with any other discounts and minimum charges do apply.

Coupon must be presented at time of appointment or drop-off.

Expires 4-15-22

J&A INCOME TAX

51064 DW Seaton, New Baltimore, MI 48047 \* Phone: 586-725-1633 \* FAX: 586-725-2650