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# The Tax Lady LLC

544 Grove Ave Johnstown PA 15902

[www.thetaxladyllc.biz](http://www.thetaxladyllc.biz) 814-410-3578

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**THE OFFICE IS A FRAGRANCE FREE/SMOKE FREE ZONE.** We are asking that you refrain from wearing perfume/cologne/after shave or smoking immediately before your arrival if you have a sit down appointment with any of our preparers. If you come in for an appointment with fragrance products on or smelling of smoke, you will be asked to drop off information. **NO EXCEPTIONS.**

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## Continuing to Pay-it forward:

Due to the overwhelming response, we are going to continue to pay it forward. Beginning January 2, 2018, we will be **collecting 5 non-perishable items** for one of the local food banks. When you drop off your items, credit will be placed on your account for \$5.00 discount. If you are 70+, you are exempt from the \$5.00 discount. Please note that either items dropped off early or brought to your appointment. **The \$5.00 discounts will not be given after appointment.**

## “Jump the Line” Returns:

This year we are offering a new service. When you drop off your information you need to tell the receptionist that you would like this to be expedited. Return will be completed with 48 hours. You must have all current tax information at drop off. Cost \$200 plus prep fee.

## Scheduling Appointments

My Scheduler, Alisha, will be **out of the office on Wednesdays.** You will not be able to call in on that day to make appointments. Please call on other days to set up appointments.

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## Upcoming Events

### January 2

Office Opens for Tax Season

Office Hours

9am-5pm

### January 28

Office Hours

8am-6pm

### March 18

Automatic Extension Begins

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## Good News:

*Katy Hoover is returning for one more tax season. She will be completing our drop offs as usual.*

## New Staff:

Debbie Cislo

Patricia Horner

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## More Important News:

### Tax Payments and Mailing

In order to keep our tax preparation fees affordable, we will no longer be mailing/delivering your tax payments and/or returns.

### Property Tax Rebate:

You **must have** paid-stamped property tax receipts to complete your Rebate return. We are unable to request receipts this year. Please contact your taxing authority to obtain copies if you do not have them.

### Updated Photo IDs

If you have renewed your Driver's License since your last visit to The Tax Lady, please be sure to bring your new license with you to your appointment or when you drop off your information.

### Charitable Contributions:

Remember to bring your receipts for non-cash contributions to your appointment. Please make a list of items donated so that we can assist you in pricing each item. If you donate \$250.00 or more to one organization, please make sure that you have a receipt at the time of your appointment. These forms must be completed when you are at your appointments.

### Business Expenses:

Don't forget about your union dues, work clothes, shoes, and publications for work. Do you belong to professional organizations? If so, please bring a receipt for dues. **Receipts are a must for anything you have purchased for work.**

### College Parents:

Please know that we are aware of FAFSA deadlines. If you are dropping off your return, please do so **on or before February 15<sup>th</sup>** for priority preparation. Please inform the receptionist at the time of drop-off that you need your return for FAFSA. Your tax return must be processed, accepted, and refund must be received, if applicable, before you can complete the FAFSA applications. If you are applying for the Education Credit this year, you will need a **detailed account statement** in addition to your 1098-T.

### Automatic Extensions:

March 18, 2018, the third Sunday in March, will begin automatic extensions if you drop off your information. No one likes extensions, but we know they are a necessary evil. We will work extremely hard to get these completed as quickly as possible.

## Price List:

### Tax Preparation:

See Last sheet for pricing changes.

## Office Hours:

January 2-28, 2018

Monday-Friday

9:00am to 5:00pm

January 29-April 17th.

Monday-Saturday

8:00am to 6:00pm

Closed Sundays

## New Price list for Tax Year 2017

### Appointments with Bonnie:

Under 70      \$80.00

70 & Over      \$15.00

Dependents      \$35.00

### Drop Offs:

Under 70      \$70.00

70 & Over      \$10.00

Dependents      \$30.00

Partnerships \$200.00

Corporation: \$400.00

Non Profits: \$150.00

“Jump the line” Returns \$200.00 plus prep fee