



## The Callahan Group, LLC

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Dear Client,

Beginning with the 2020 tax preparation season we will be providing a complimentary electronic copy of your return at the time the return is completed. If you would still like a paper copy you will be able to request one copy when your return preparation begins at no extra charge. Any copies, paper or electronic requested at any later time will be at the rate of \$20.00 per copy.

To help ensure delivery, please add the following email addresses to your address book or list of allowed senders: [stephen@callahan.pro](mailto:stephen@callahan.pro) [steve@callahan.pro](mailto:steve@callahan.pro) [taxes@callahan.pro](mailto:taxes@callahan.pro)  
[alicia@callahan.pro](mailto:alicia@callahan.pro) [tommy@callahan.pro](mailto:tommy@callahan.pro)

\*\*\*\*\* Please note that by accepting this option you will no longer receive paper copies unless specifically requested when your return preparation begins. \*\*\*\*\*

If you have any questions regarding this option, please contact us at (251) 300-6020.

Email Address: \_\_\_\_\_

Name of Person to receive email: \_\_\_\_\_

Signature: \_\_\_\_\_

**\*\*\*If you would like a paper copy please circle.\*\*\***

Paper Copy

### Password Directions for secured documents.

Please use the first four characters of the primary tax payers last name all lower case, then use the last five of the primary tax payer's social security.

Example: ###-#1-2345

So, John Smith would be **smit12345** <----5 numbers not just the last 4!