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Balance sheet

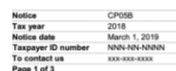
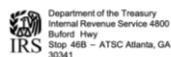
How does the IRS contact you?

By Roger Maag

There are typically three ways the IRS will contact you: a mailed letter or notice, a telephone call, or a personal visit. The IRS usually contacts taxpayers by first sending a letter called a notice through the U.S. Postal service. The initial notice will explain why the IRS is contacting you and your next step to take. Usually, the notice will include an identifying form number and year in question as well as a contact number and address to follow up with the IRS. If the IRS needs to contact you after first communicating with you by mail, an agent will call to discuss a scheduled audit or confirm an appointment time. The agent will also discuss an overdue tax bill that has not been paid or responded to as a result of IRS notices. You may also get a telephone call from a private debt collector to collect an outstanding tax bill that has been deemed inactive, but only after receiving written notice of the tax bill from the IRS. It is possible an IRS agent could make an unannounced visit to your home or place of business. This can happen if you have delinquent taxes or returns, or your business is falling behind on payroll taxes. The IRS agent may ask for payment of a tax bill you owe. They will always ask for payment to be made payable to the U.S. Treasury. The IRS will never contact you via social media or initially by email. They will not send text messages to your telephone demanding payment. If you receive a demand for payment of taxes in any way other than through an official letter or notice, question the person making contact and confirm with the IRS before you make any payments. The IRS will never call and demand payment without first mailing you a notice. They will never demand payment without giving you the chance to question or appeal what is owed or require you to use a specific form of payment such as gift cards or prepaid debit cards. The IRS also will never ask for credit or debit card numbers over the telephone.

If you are contacted by what appears to be the IRS but question whether it is truly the IRS, do not make any type of payment to the IRS because of the communication. Please contact us for assistance.

Items presented are not intended to be technically complete. Additional information may be required to make an informed decision.
 You cannot rely upon this information for avoiding tax penalties.



TAXPAYER NAME
 ADDRESS
 CITY, STATE ZIP

Example

Message about your 2018 tax return
We need more information to determine if you're due a refund.

We need more information to determine whether you:

- Incorrectly reported income on your return
- Incorrectly reported income tax withholding amount on your return.

We're holding your refund until we receive your information and can make a final decision.

What you need to do

Send us any additional information that supports what you reported on your tax return by April 14, 2019.

This can include:

- Copies of pay statements or check stubs that indicate the date, gross income received, and withholdings.
- A notice on company letterhead from your employer that indicates your dates of employment, wages paid, and withholding deducted.

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