January 10, 2021

Justina TUSHAK
ACCOUNTING AND TAX SERVICE

Justina Tushak CPA, EA
Enrolled to practice before the
Internal Revenue Service

Dear Tax Client:

Wow what a year 2020 was!

Thank you for choosing Justina Tushak CPA, EA & Company to prepare your income tax return. The enclosed information has been prepared to assist you in gathering information for your 2020 income tax return, hopefully making the process as simple as possible for you. Please review the enclosed checklist and feel free to contact us if you have any questions. Plan to drop off your information as soon as possible.

NEW ISSUES- If you received unemployment in 2020, please remember to include your tax Form 1099G with your other tax documents. There were 2 stimulus payments in 2020. The 1st payment was sent out in the spring and the 2nd payment was sent out in December 2020 & January 2021. You should have received a letter called IRS Notice 1444 and IRS Notice 1444-B, that reports the amount of the stimulus payments you received. Please enclose these forms with your tax documents. If you did not receive the full amount of stimulus payments you are eligible for, you will receive the additional payment with your 2020 tax return. There is a reconciliation of the payments you received and the full amount of stimulus money you are eligible to receive on the 2020 federal tax return.

AFFORDABLE CARE ACT- If you received health insurance through the Marketplace, we must have the Form 1095-A in order to complete your tax return.

IDENTITY THEFT CONCERNS – Our industry has seen an increase in attempts to steal client identities. Unfortunately, staying current in this area will be a continual effort in partnership with our clients, the IRS and state and local taxing agencies. We continue to increase cybersecurity on our computers and our network.

Once you have received all supporting documents, including all W-2's, 1099 & Cryptocurrency/Bitcoin statements, please drop off your information. You *will* be contacted during the return preparation process to answer questions & go over the return. We are continuing to implement best practice procedures to ensure you are receiving all the deductions & credits you are eligible for. Clients can drop off their tax information Monday through Thursday between 8:30am & 7:00pm, Friday between 8:30am & 5:00pm & Saturday between 9:00am & 2:00pm. If you have any questions or need additional information, feel free to contact our office at (814)456-1040.

Sincerely,

Justina Tushak CPA, EA

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