

New Client

Welcome to Ironstone!

Items Required For 2018 Tax Preparation

- Completed Contact Information Worksheet
- Signed Engagement Letter
- Copy (or pdf) of 2017 Income Tax Return
- 2018 Tax Documents/Information (review our Basic Checklist)

Typically, due to complexity of the tax returns that we prepare, we **do not** prepare income tax returns “while you wait”. Our experience is entry errors can be made and, in many cases, we need ample time to review or research best tax treatment for your unique tax situation. We understand that your time is valuable, we will gladly schedule a drop-off (or pick-up) meeting to discuss any changes, clarification on items, or questions that you have before we get started (or finish).

Our typical turnaround time for tax returns, is less than 10 days on average. However, if you are missing information, the turnaround time will vary.

Our tax preparation fee minimum is \$280 and varies widely based upon time, schedules required, and complexity. We can give you an estimate once we see your information and before starting work on your tax return.

We do not take our fee out of your potential tax refunds. **Payment is required upon completion and before we submit tax returns for e-file.**

We appreciate the opportunity to earn your business.