

As we all work through the effects of COVID 19, Anderson, Davis & Associates, CPA will be implementing the following during the income tax preparation season:

1. For everyone's safety, our professionals will not be conducting in-person meetings at our office.
2. Please provide us your 2020 income tax information via one of the following methods: a) electronically by using our encrypted ShareFile system of which you can obtain a link from any of our Firm professionals; b) place your paper documents in our in-wall Drop Box located next to our 2nd floor Suite front door; or c) Mail your documents directly to our office address. If you plan to stop by our office, please call us ahead of time so we can safely prepare based on current COVID guidelines. Please remember to always include your contact email address and best cell phone number with your information.

In light of future unknown State, local or federal COVID 19 requirements that could be placed on businesses which could restrict our operations, we ask that you provide us your 2020 complete tax information as soon as possible. Our goal is to be able to prepare your returns and file them on your behalf as soon as possible. We can only do that with your help.

Thank you and we look forward to working with you again this tax season.