



HOW TO PROVIDE YOUR TAX DOCUMENTATION

Anderson, Davis & Associates, CPA asks you to utilize one of the below methods to provide us your 2023 income tax information:

1. **Electronically** - by using [THIS LINK](#) our encrypted ShareFile system of which you can obtain a link from any of our Firm professionals;
2. **Paper documents** - place in our in-wall Drop Box located next to our 2nd floor Suite front door (Suite 204); or
3. **Paper documents** - mail your documents directly to our office and suite address (see bottom of this page).

If you plan to stop by our office, please call us when you are in our parking lot. This will allow us to efficiently serve you. Please remember to always provide us your contact email address for the primary taxpayer and spouse, along with the best contact cell phone number.

We ask that you provide us your 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!