



FULLERTON BUSINESS SERVICE

216 E. Commonwealth Ave., Fullerton, CA 92832 | TEL: 714.525.1123 | FAX: 714.525.9666 | www.fullertonbusinessservice.com

December 2011

Dear Clients,

Happy Holidays from your friends at Fullerton Business Service! Our sincere hope for you is that your Christmas and Holidays have been filled with family, friends, faith and fun; and that you have created many lasting and fulfilling memories.

Of course this time of year means tax time is approaching quickly, and we have been preparing our business to handle the tax needs of our many individual and business clients. Included with this mailing is our individual tax organizer and, if applicable, business and rental organizer worksheets. These forms are also available on our web site at FullertonBusinessService.com and can be completed and submitted electronically if you prefer. Either way, it is important you complete and follow the instructions in the forms to ensure a thorough and accurate tax return

Regarding the tax laws for 2011, as anticipated last year at this time, the government passed a two-year extension of most existing federal income tax laws, including the Bush-era tax rates and many deductions and credits. This means the tax code will remain complex and bulky through at least 2012, and the professionals at Fullerton Business Service can continue to provide value in protecting the wealth and income of our clients. This extension also sets the stage for an election year showdown in the fall of 2012, as our country will be faced with a decision over the role of government, much of which centers on tax policy. Higher taxes on high earners and more government services is one vision. Lower taxes and less government is the other vision. The question facing voters is which vision is better for our country? Stay tuned as it will surely get interesting. Either way we can anticipate big tax changes come 2013.

We wish to give a shout out and a welcome aboard to a new employee at Fullerton Business Service. Tim Goodfriend (yes nepotism), a recent Biola University graduate, joins us as a staff accountant as he studies to fulfill his CPA testing requirements.

Our electronic filing procedures continue this year for almost all tax returns, as well as our transition to a paperless filing system. If you would like password-protected, digital copies of your tax return, please check the box on page 3 of the organizer, and we can all help save a tree together. Also, an added bonus, due to the tough economy and our savings through technology we have decided on no price increase on our base rate for tax preparation for an individual itemized 2011 tax return.

We look forward to seeing or hearing from you soon.

Sincerely yours,

Jeffrey Goodfriend, CPA • Joel Netland, CPA • Bill Schroeder, CPA • Carol Rittenhouse, EA
Dalena Morris, CPA • Dusty Bruce, EA • Tim Goodfriend
Danielle Tebbetts • Pam Williams • Dani Zelenka • Ryan Phelps • Renee Williams

Thank you for your patronage. Please see back page for \$50 rewards for your referrals!

To schedule your 2011 tax appointment, please call 714-525-1123 or email us at info@FullertonBusinessService.com.

Hours: Effective January 23, 2012 our tax season hours will be:

Monday and Friday: 8 am - 6 pm • Tuesday, Wednesday & Thursday: 8 am - 7:30 pm
Saturday: 8 am - 4 pm (Closed 12 - 12:30 pm for lunch) • Sunday: Closed

My appointment is with _____ on _____ at _____
Preparer Date Time



Our Website – Please visit us at www.fullertonbusinessservice.com for news and helpful links.

Fees - We are one of the best values for quality CPA-level tax preparation. Our base preparation fee for electronically filed federal and state returns, with basic itemized deductions remains at \$190 (discounts applied on returns for minor children). Reasonable fees will apply for additional schedules, credit calculations, multiple forms input, postage and processing.

Early Appointments/Express Drop-Off Service and Mail-Ins - Call in early for the appointment time that works best for you, even if you haven't yet received all tax reporting documents. **Take advantage of our convenient drop-off, mail-in or email procedures for your tax returns this year.** In either case, be sure to leave a phone number, fax and e-mail address at which you can be reached.

QuickBooks, Accounting & Bookkeeping - Fullerton Business Service has 3 **certified QuickBooks Professional Advisors** on staff. We can efficiently set up a new accounting system or organize your current accounting. We also prepare CPA compilations and reviews of financial statements which are suitable for third-party use. If your business needs help in the financial organization area we can custom fit an accounting solution to meet your company's needs.

Payroll Services – We offer full payroll services for your small business at very affordable rates.

Entity Formation & Consulting – We are small business specialists and we are versed in the details of entity formation and selection. If you have a small business and want to explore the benefits of an S Corporation or an LLC give us a call.

Tax Planning – The different seasons and events of life bring tax and financial changes. These types of events may include sale of real property, a death or divorce, retirement, children moving out, a business started or sold, a job lost, or a new career started. These events and others can have drastic tax consequences and we are available year round to help. As an added bonus, to serve you better, we do not charge for short phone calls or quick e-mails. We monitor all federal and state law changes and update our website to keep you informed: www.fullertonbusinessservice.com.

Triple Protection Audit Guarantee – The IRS continues its historically high audit rates. You can protect yourself against high cost audit representation by enrolling in our Triple Protection Plan. Here's what you receive:

Protection #1- If your tax return is audited, we will provide 12 hours of professional representation to resolve all issues with no additional charge.

Protection #2- Accuracy Guaranteed. Even if you have provided incorrect information, simply give us the correct information and we will re-run your return to reflect the changes.

Protection #3- Due to computer cross-checking by the IRS and FTB of reported data, there is much correspondence generated to taxpayers. We will respond in writing to all correspondence to keep the IRS off your back.

The fee for Triple Protection for individual tax returns is 20% of the return fee (minimum \$45.00) and for business tax returns 20% of the return fee (minimum \$100.00). Ask your preparer for details.