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## Quick Drop

Thank you for helping stop the spread of COVID-19.

### **How it works:**

Drop off your papers. You can 1) drop them in our secure mailbox near our front door (anytime, day or night), or 2) bring them to our walk up window, or 3) call us from our parking lot and we'll come to you.

We call you with our check-in questions. This includes confirming / updating:

- marital status
- dependents
- address (including any dates you moved in 2019).

We will ask the following questions:

- Did you buy, sell or exchange any virtual currency in 2019?
- Did you pay or receive any spousal support? If so, we need the date of divorce.
- Is all income included in your paperwork?
- Any IRA or Roth IRA contributions (outside of what you do through work)?
- If you have a refund, do you want a paper check or direct deposit ? If direct deposit, we will need your bank information.

Assuming your taxes are ready before the quarantine ends, think about how you want to receive the completed tax returns:

- Quick pick-up, or
- Mail to you (\$10 shipping fee)

**Do you have any questions for us, about your tax situation, our process, or anything else? Please call with any questions (440) 944-4343.**

We appreciate your patience and understanding.