



Coronavirus Briefing

March 20, 2020

Dear Clients,

First and foremost, we hope that you and your loved ones are all staying safe and healthy. These are unprecedented times, and we don't want to lose sight of our true priorities.

In response to the COVID-19 pandemic, the federal government announced today that the April 15th federal tax filing deadline for individuals and corporations is extended until July 15th. This includes 2019 tax returns and tax payments, along with First Quarter (Q1) Estimated Tax Payments for 2020. We are still working through the implementation of these changes and are expecting more news from federal, state, and local governments.

While the tax accounting industry seems to be one of the few not completely halted by the Coronavirus, like many of you, our staff has been struggling with school and daycare closures, among other losses of support systems. We welcome this extension, but do not intend to abuse it. *Our office remains open and our staff will be working during normal business hours.* Our only planned changes are to reduce overtime, night, and weekend schedules for staff. We appreciate your patience as we adapt to the new developments and more details emerge.

If You Have Filed and are Due a Refund or Have Already Paid Your Taxes:

No further is required. Your refund should be paid out according to the IRS timeline. [You can check your refund status here.](#)

For those of you who have already filed your 2019 return and made a tax payment. Your return is complete and no further action is necessary.

If You Have Filed and Scheduled Tax Payments on or Before April 15th:

If you have already filed your 2019 tax return and have schedule a payment on or before April 15th, you have the option to maintain the current arrangement or to call the IRS and cancel the payment. [Here is a link to the IRS website with more information on cancelling scheduled tax payments.](#) Please know that payment will need to be rescheduled prior to July 15th. [Here is a link to the IRS' DirectPay service,](#) which allows for one-time tax payments by bank account.

If You Have Yet to File Your 2019 Tax Return:

Do not panic. If you have already provided us with your 2019 tax documents, our goal remains to complete your returns as soon as possible. Those of you yet to provide us with documents, there is no need to rush today, but please send us your information as soon as possible. If you are due a tax refund,



we of course want to expedite your filing to get you your money back. If you owe taxes with your return, we want to provide you with as much advance notice as possible so that you can plan for payments during these uncertain times. We will do our best to address each of your needs and concerns.

If you have a specific need for your return immediately, such as for disaster relief or financing, please let us know as soon as possible so that we can manage our workload.

To reduce outside exposure, using our secure ShareFile client portal is the safest way to get us your information. Please contact our office (206-420-2246) if you would like to be set up with an account. If you are feeling sick or exhibiting symptoms, please stay at home, and please do not send us paper documents for the time being.

First Quarter (Q1) Estimated Tax Payments:

First Quarter (Q1) Estimated Tax Payments with the IRS for 2020 were formerly due on April 15th. The due date for these payments has been revised to July 15th. We will be computing Q1 payments as we process your tax returns.

If your 2019 return is complete and quarterly estimated payment vouchers/amounts have been provided, you may defer the Q1 payment until July 15th.

More Resources:

Many of you are in industries deeply affected by recent government-mandated closures. The federal, state, and local governments have been announcing various avenues of financial assistance, including tax deferrals and extensions. We have created a [page on our website](#) with links to various announcements, relief applications, and other resources. We will update this page as often as we can.

Please contact our office if you have any questions or concerns. We hope that you all stay safe, healthy, and vigilant.

Wishing you the best,

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