

November 16, 2006

ExacNews

Exactax Client:

We are pleased to report that our new **Tax-One-To-One** newsletter and holiday card/calendar products were very well received. We appreciate all of your comments and participation. We have extended the order deadline to November 24th. Orders will begin mailing on November 28th.

Our development staff has been reviewing an initial version of the 2006 program and updates to the input forms are moving ahead quickly. Exactax continues to work closely with Creative Solutions to implement enhancements and improvements based on your suggestions to make the product easier to use.

Tax Organizer Orders

To have any changes included in the first run your 2006 Tax Organizer order forms should have been returned by **November 17th**. If you did not request any changes, organizers will be printed based on the pre-selections shown on your order form. You will be billed for all Organizers printed and no credit will be issued.

Tax Organizers will not be printed for non-renewed or C.O.D. accounts.

Organizers for Late Returns

Tax Organizers will not automatically be printed for late returns processed after October 27th even if requested on Form PI. To request a Tax Organizer for a late return, contact Customer Support before December 18th. Late orders will be printed during the third week of December.

Labels

A complete set of client labels was included with the Tax Organizer order package. Order additional sets using the order form included with the labels.

Update Workshops

All of this year's Exactax Workshops will be held during the week of January 8th. Please refer to the attached workshop schedule and reservation form.

RDE Users

Exactax will mail the 2006 RDE Communications Center and 2006 UltraTax software in December. This release will include instructions on how to download your proforma files.

Under any circumstances, **DO NOT** use the Proforma utility in the UltraTax program. This will cause you to have duplicate clients and may cause other problems. Exactax will create downloads that you can retrieve with the 2006 Exactax RDE Communications Center. Only these downloads will allow you to run the ELF diagnostics and review certain print schedules.



Expedite Service

Returns are normally processed on a first-in-first out basis and generally are ready within 48 hours. To request 24-hour expedited processing you must check the **Expedite** box on Form PI. (We also recommend you write “EXPEDITE” on the outside of your envelope). Because there is an associated charge, ExactTax will not check the Expedite box for you when you write notes such as “RUSH”, “ASAP” or other such instructions on your forms or envelopes.

Thanksgiving Holiday

ExactTax will be closed on November 23rd and 24th. We’ll probably be working anyway but hope you have an excellent holiday.

Billing Queries and Reminders

When requesting adjustments to your billing, state the problem in the comment section of your remittance and include it with your payment. Any problems or questions regarding billing queries may also be faxed directly to the Accounting Department at 714-999-6566. Requests for credit must be made in writing.

IMPORTANT: *Accounts with an outstanding balance over 21 days will be placed on C.O.D. status. C.O.D. accounts will be shipped UPS C.O.D. until the account is current. C.O.D. status will delay shipment of proforma and organizers!*

Important ExactTax Telephone Numbers

Main numbers	714-284-4802	800-352-3638
Customer Support	800-254-2244	
Telephone Rerun	714-239-6139	800-786-4272
Electronic Filing	714-254-7213	
Main fax	714-284-4814	
Customer Support fax	714-254-7210	
Accounting fax	714-999-6566	

Street address: **2301 W Lincoln Ave #100**
Anaheim, CA 92801

Or mail to: **P.O. Box 61048**
Anaheim, CA 92803-6148

To contact us by e-mail, use the following addresses:

- Sales..... **exsales@exactax.com**
- Customer Support..... **exsupport@exactax.com**
- Electronic Filing..... **efrdeaut@exactax.com**
- Technical Support..... **extech@exactax.com**
- Administrative..... **exadmin@exactax.com**
- Accounting..... **exaccts@exactax.com**

Also, visit our improved web site: <http://www.exactax.com>

2007 Exactax Workshop Schedule

Enclosed are your 2007 Registration Form and Exactax Workshop Schedules. Due to the continuing changes and improvements to our input forms, we are encouraging all of our clients to attend a workshop. The workshops will provide you with a better understanding of our input forms and general procedures. We believe this will result in less time spent per return and an error free tax return.

Exactax is offering three types of workshops: the Fiduciary/Business (Corporation, S-Corporations and Partnership) and the Individual workshops are each scheduled for 3 hours.

New this year: A separate RDE workshop will be held on January 19th, 2007 at the Exactax office in Anaheim.

The California workshops are offered between January 8th and January 19th, 2007 and do NOT qualify for CPE credit. The Arizona workshops are scheduled for January 23rd, 2007 and Hawaii workshops are scheduled for January 26th, 2007.

Please Note: This year the Fiduciary/Business workshop has been scheduled in the morning.

Fiduciary /Business Schedule

Registration: 8:30 AM to 9:00 AM

Workshop: 9:00 AM to 12:00 PM (Lunch is not included)

The Business Workshop will consist of a review of the use of input forms for Form 1041, 1065, Form 1120 and Form 1120S. There will be a review of sample returns and procedures. There will also be a discussion of service bureau procedures.

Individual Schedule

Registration: 12:30 PM to 1:00 PM

Workshop: 1:00 PM to 4:00 PM

The Individual Workshop will consist of a review of the use of input forms for Form 1040. There will be a review of a sample return and procedures.

Complete the enclosed registration form and return it to the address listed above or fax to (714) 999-6566 prior to December 29th to ensure a seat reservation. **One of the benefits included in your annual renewal is one FREE admission to each workshop. There is a \$50 registration fee for additional attendees.**

A check or credit card authorization must accompany your registration form for additional attendees. Workshop fees cannot be billed to your Exactax account. Your registration fee will be refunded in full provided you cancel your reservation at least 48 hours prior to your schedule workshop. Registration on the day of the workshop will **not** be accepted.

We are dedicated to providing you with the highest quality product, training and service in the industry.

Thank You,

Exactax

2007 ExacTax Workshop Schedule

Southern California Workshops

Session	TYPE	Date	Time	City	Hotel Address
101 102	Bus/1041 1040	Mon. Jan. 8	9am-12pm 1pm-4pm	Van Nuys, CA	Airtel Plaza Hotel- Parking \$6.00 7277 Valjean 818-997-7676
103 104	Bus/1041 1040	Tues. Jan. 9	9am-12pm 1pm-4pm	San Diego, CA	Double Tree Hotel-Club 1515 Hotel Cir S 619-881-6851
105 106	Bus/1041 1040	Wed. Jan. 10	9am-12pm 1pm-4pm	Torrance, CA	Hilton Torrance/South 21333 Hawthorne Blvd 310-540-0500
107 108	Bus/1041 1040	Thurs. Jan. 11	9am-12pm 1pm-4pm	Buena Park, CA	Holiday Inn 7000 Beach Blvd. 714-522-7000
109 110	Bus/1041 1040	Fri. Jan. 12	9am-12pm 1pm-4pm	Ontario, CA	Hilton Ontario Airport 700 N Haven Ave 909-980-0400

Northern California Workshops

201 202	Bus/1041 1040	Mon. Jan. 8	9am-12pm 1pm-4pm	Fresno, CA	Holiday Inn Airport 5090 E Clinton 559-252-3611
203 204	Bus/1041 1040	Tues. Jan. 9	9am-12pm 1pm-4pm	Sacramento, CA	Radisson Hotel 500 Leisure Ln 916-920-7354
205 206	Bus/1041 1040	Wed. Jan. 10	9am-12pm 1pm-4pm	Concord, CA	Hilton Hotel 1970 Diamond 925-827-2000
207 208	Bus/1041 1040	Thurs. Jan. 11	9am-12pm 1pm-4pm	San Rafael, CA	Four Points Sheraton 1010 Northgate Dr 415-479-8800
209 210	Bus/1041 1040	Fri. Jan. 12	9am-12pm 1pm-4pm	San Jose, CA	DoubleTree Hotel 2050 Gateway Pl 408-453-4000

Arizona and Hawaii Workshops

211 212	Bus/1041 1040	Tues. Jan. 23	9am-12pm 1pm-4pm	Tempe, AZ	Fiesta Inn Resort 2100 S Priest Dr 480-967-1441
213 214	Bus/1041 1040	Fri. Jan. 26	9am-12pm 1pm-4pm	Hawaii	Sheraton Waikiki 2255 Kalakaua Avenue Honolulu, HI 96815-2579 808-922-4422

Remote Data Entry (RDE) Workshop

300	RDE	Fri. Jan.19	9am-12pm	Anaheim, CA	ExacTax Office 2301 West Lincoln Ave. #100 800-254-2244
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2007 ExacTax Workshop Reservation Form

Enter information below for each session you and/or your staff will be attending. All information must be completed. The admission to both workshops for one attendee from your office is FREE. There is a \$50 registration fee for any additional attendees (includes both workshops). You will receive a ticket(s) confirming your reservation(s). **Your ticket is required for admission to the Workshop.**

Note: The name of each attendee is Mandatory - Please Print

Session	Type	Date	Last Name	First Name	Workshop Fee
	1040				Free
	1041+Bus.				Free
300	RDE	Jan. 19, 2007			Free

Complete information below:

ExacTax Account No. Bill my credit card
 Check enclosed Check # _____

Visa or Mastercard No. _____ Exp. Date _____

Name of Cardholder _____

Firm Name _____

Street _____

City _____ State _____ Zip _____

Daytime Phone No. _____ Fax No. _____

1040 and/or Business and/or RDE workshop(s) \$50.00 X _____ (number of attendees) = \$ _____

Please fax to: (714) 999-6566
 Or, mail this reservation form to:

ExacTax
 P.O. Box 61048
 Anaheim, CA 92803-6148