

November 16, 2007

Issue 2007-25

ExacNews

Exactax Client:

The 2007 tax filing season is just around the corner and things are progressing on schedule. The goal of Exactax is to make your filing season as smooth and productive as possible. Exactax is dedicated to providing the highest product quality and the best service in the industry.

This newsletter is designed to keep you informed of all procedures and information necessary to assist in the operation of your practice. You can also find a copy of all prior issues on our web site at exactax.com; Click on *Support* and then *Bulletins*.

Exactax would like to thank everyone who attended our in-house RDE training workshops hosted by Richard Johnson. This in-depth hands-on training will improve your ability to enter data and review returns as well as help with a smooth transition to the 2007 program.

Option for 2006 Returns on CD Available Soon

Exactax will be offering the option to order a PDF archive CD of **all** 2006 returns processed during 2007. This important offer is invaluable for maintaining copies of original returns, reducing storage space, doing reprints and for e-mailing. This can be especially important in the case of a disaster, such as the fires that we have recently witnessed. An order form with the full details will be included with the January ExacNews. If you have not already done so, you may still order a PDF archive CD of all 2005 returns year to date at any time,.

Update Workshops

The 2008 workshop schedule and registration forms were included in the October 16th ExacNews, issue 2007-23. If you plan on attending you must return your registration or contact our Customer Support Department by December 28th. Space is limited so sign up early to ensure a seat.

Registration Required

Proforma, Starter Kits and Tax Organizers will **only** be available to accounts that have renewed for the 2007 tax filing season. If you have not received your renewal information or need assistance, please contact our Customer Support Department at (800) 254-2244 to complete the renewal process.

Tax Organizers

At the time this bulletin was printed, all timely ordered Tax Organizers were scheduled to begin printing during the last week of November. Exactax will accept orders for the first run if they are received by November 23rd. All orders received after the cut-off date will be processed and mailed during the last week of December. Orders for pre-printed (proformaed) Organizers will not be accepted after December 31st. There is no cut-off for ordering blank Organizers.

Proforma

Proforma for all systems* is scheduled to begin printing and shipping the last week of December. Proforma will be provided for all returns processed prior to December 17th. Proforma for 1040 will include all federal and California forms. Proforma containing other states will be shipped as soon as they become available.

*Most state business proforma is not available until mid-January. In order to provide business proforma as early as possible, Exactax will print only federal input forms in the initial run. As each state becomes available, state input forms will be printed and shipped separately. In most cases there is little data needed on the state forms and this will allow you to get an early start on business returns.

Note: State depreciation for all states will be included with the federal proforma.

Starter Kits

Starter Kits are scheduled to begin shipping the second week of January.

RDE Software

The 2007 tax software, RDE Communications Center and proforma download CDs are scheduled to begin shipping during the last week of December.

IRS and FTB E-file

You **MUST** be registered with the IRS and/or the FTB **BEFORE** you can file your client's returns electronically. When you receive your acceptance letter and Electronic Filing ID Number you must forward a copy (fax or mail) to Exactax, attention "Electronic Filing Department". The Exactax E-file Questionnaire was included in the November 1st bulletin, issue 2007-24. **If your information was on file last year, no action is required.** Otherwise, please complete the questionnaire and return it as soon as possible.

Note: In addition to federal and state 1040, Exactax offers federal e-file for 1041, 1065, 1120 and 1120S returns. Exactax does not currently e-file any state business or fiduciary returns.

➔ Separate applications with the IRS are required if you plan on e-filing business returns.

Courier Service and Other Shipping Methods

The 2008 Courier Application Form and rates for all shipping methods will be mailed under separate cover in mid-December.

Holiday Schedule

Exactax will be closed on the following days: November 22-23 and December 24-25.

Happy Thanksgiving,

Exactax

