

March 29, 2010

Issue 2010-09

## **ExacNews**

### **Exactax Client:**

This will probably be the last issue of ExacNews that you will receive before April 15<sup>th</sup>. Exactax telephone support and return pick-up will be available on Sunday, April 4<sup>th</sup> and 11<sup>th</sup>, from 9:00 AM to 3:00 PM, to assist you with your questions and reruns. A list of cut-off dates and processing schedule for the final week is included with this issue. All prior ExacNews issues are available on the Exactax web site. Go to [www.exactax.com](http://www.exactax.com), click on *Support* and then *Bulletins*.


### **Expedited Returns**

Expedited handling is for processing the return only. Shipping back to you is always your regular method unless you specify otherwise. Be sure to review the special shipping options on Form PI to ensure timely delivery. For more details see the previous issue of ExacNews.

### **Billing Queries and Reminders**

When requesting adjustments to your billing, state the reason in the comment section of your remittance and submit it with your payment. Any problems or questions regarding billing 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.*

*Accounts using Courier Service will have all shipments held until the account is current.*

*All other C.O.D. accounts will be shipped UPS C.O.D. until the account is current.*

### **Automatic 1040 Extensions**

Exactax will automatically provide federal Form 4868 extension forms, (name, address and SSN only), for all 1040 proformas that have not been processed by the end of the business day on April 1<sup>st</sup>. There is no charge for this service.

### **Electronic Filing Cut-Off**

For electronically filed returns to be “timely filed”, they must be transmitted to the IRS and/or to the FTB on or before April 15, 2010 and **accepted** by the IRS and/or FTB on or before April 20, 2010. Therefore, Exactax must receive electronic filing authorization by **3:00 P.M. (PT)** on April 15, 2010.

If a return is filed by April 15<sup>th</sup> and is rejected, the re-transmission of corrected, timely filed **rejected** returns must be authorized to ExacTax by **3:00 P.M. (PT)** on Tuesday, April 20, 2010. If you have not received ACKS for all returns that have been transmitted by April 15, please call Customer Service at 800-254-2244 by April 16 to confirm the status.

Electronic filing of extensions is not available. Extension Form 4868, 7004 and/or state extensions **must be** filed on paper.

Returns for which a paper extension has been filed may still be filed electronically with the IRS and/or the FTB until October 15, 2010 and must be accepted by the IRS and/or the FTB on or before October 20, 2010.

**Note:** A report of e-file returns that had not yet been transmitted as of March 29 was sent out on March 30. If you have not received an ACK for an e-file return then it should be considered as not filed. Call Customer Support for the most current status of any return in question or for a re-print of the ACK.

### **Post April 15<sup>th</sup> Schedule**

Exactax will be open on Friday, April 16<sup>th</sup> and closed on through Tuesday, April 20. A transmission will be made for corrected e-file returns on April 20 (see above for cut-off).

Regular office hours will resume on Wednesday, April 21, 8:30 - 5:00.