

May 17, 2010

Issue 2009-13

ExacNews

Exactax Client:

The year is already one third over and we're looking ahead to next year's forms to make changes and improvements. Free electronic filing workshops for beginners have been scheduled starting in the last half of June. Please see the workshop schedule attached to make your reservations. Our goal is to provide you with the best product possible for your business needs. Your suggestions are important to us in the development process to identify areas that can be improved. If you have any suggestions for specific changes or improvements, please send them to us as soon as possible.

Operating Hours

Exactax's operating hours are 8:30 – 5:00, Monday through Thursday until September 20.

► **Beginning May 14 through September 17 Exactax will be closed on Fridays.**

Exactax will also be closed on the following holidays:

May 31, July 5, September 6, November 25-26, December 24 and December 31.

Fiscal Year Proforma

Proforma has been printed for fiscal year business returns processed between March 3 and May 15, 2010. RDE users can retrieve any new files using the Exactax RDE Communications Center. From the main menu bar select *Utilities | Retrieve Proforma Files*.

Prior Year Returns

Exactax processes all prior year returns from 2002 through 2008. These returns are processed on a daily basis.

Estimated Tax Vouchers

When preparing extension returns that require estimated tax vouchers, keep in mind that four vouchers are always prepared by default, regardless of the processing date or decedent status.

If you are processing a 1040 return and only want vouchers 2, 3 and 4, you must enter a code **3** (for the last three vouchers) in zip 46 on Form Est **{6A}**. For state vouchers, an equivalent entry is required on the state input form, such as California Form CAEst **{6A}**, zip 17.

For 2011, proforma code #1 or #3 in Zip 31	[44]	← (enter 1 or 3)
Number of 2010 vouchers desired***	[46] 3	(codes below)
Amount to round up each estimate	[47]	
Treat 4th qtr estimate as due on 12/31	✓ [48]	
Estimate Filing Instructions		

Note: Zip 46 will not work when you use codes **5** or **9** in zip 31 for predetermined voucher amounts. With code 5, all vouchers requested will be reduced by any overpayment applied.

When a code 9 is used, all vouchers requested will not be reduced by any overpayment. Because the overpayment is not applied to reduce the estimate with code 9, to apply an overpayment amount to 2010 enter Overpayment Code **8** in zip 28 and the exact amount to be applied in zip 29.

Amounts Already Paid on Estimates

If one or more estimated tax payments have already been made, enter the amounts already paid in zips 34 through 37 on Form Est **{6A}**. These payments will be subtracted from the total estimated tax liability to determine the remaining voucher amounts and will be proformaed next year in the Calculated Amount area for Individual Payments.

Note: You can not enter both pre-determined estimated tax voucher amounts (zip 31 with codes 5 or 9) and estimate amounts already paid on Form Est since the same zip boxes are used for both purposes. When this situation occurs, we suggest that you use zip boxes 34 through 37 to enter the amounts already paid and use the Tax Projection Worksheet, (Input Form TPW-2 **{98C}**), to enter the predetermined amounts for the 2010 regular tax (zip 1) and Alternative Minimum Tax (zip 24). Enter zero in overrides for all credits, withholding, etc. to prevent any adjustment to your tax totals.

Enter a code **8** on Form Est **{6A}**, zip 31, to use the tax projection for the estimate. Do the same for state estimates using the state tax projection. For California use Form CATPW **{CA35}**.

In the example of Form **{6A}** below, the first federal estimate payment of \$2,000 has already been made and a code 8 is entered to use the Tax Projection Worksheet **{98B, 98C & 98D}** for the 2010 estimated tax.

2010 Estimates - Calculated		
Form 1040ES – declaration**	[31]	8 (codes below)
Withholding adjustment	[32]	
Amount for code #2	[33]	
Amount for code #5 or #9 in Zip 31. Otherwise enter the 2010 estimates already paid	1st payment	[34] 2000
	2nd payment	[35]
	3rd payment	[36]
	4th payment	[37]

2010 Exactax E-File Workshop Schedule

Enclosed are your 2010 registration form and workshop schedules for E-file for Beginners. We encourage all of our clients who are new e-file to attend a workshop. The workshop will provide you with a better understanding of how to register with the IRS, e-file requirements, how e-file applies to the Exactax input forms and the general e-file procedures. If you have already e-filed one or more returns this year there is no need to attend.

Exactax is offering one workshop in each location. Each workshop will be up to four hours with a short break in the middle.

These workshops are offered between June 15 and June 24, 2010, with additional sessions at our Anaheim location in July and August. These workshops do NOT qualify for CPE credit.

Workshop Schedule

Registration: 8:00 AM to 8:30 AM

Workshop: 8:30 AM to 12:30 PM (Lunch is not included)

The workshop will consist of a review of the requirements for an efile originator (you), applying for a Preparer Tax Identification Number (PTIN) and applying for an Electronic Filing Identification Number (EFIN). It will also cover the use of input forms for entering the information required for e-filing as well as many of the common e-file errors. There will be a review of sample input and office procedures. There will also be a discussion of service bureau procedures.

Space is limited so only registered users may sign up. Complete the registration form on the reverse side or call Customer Support to register for these training sessions.

Complete the enclosed registration form and return it to the address listed above or fax to (714) 999-6566 prior to June 7 to ensure a seat reservation. A confirmation card will be mailed to you. **One of the benefits included in your annual renewal is FREE admission to the workshop.** Additional attendees are welcome.

We at Exactax are dedicated to providing you, our clients, with the highest product quality and best service in the industry.

Thank-you,

Exactax



Southern California E-File Workshop Sessions

TYPE	Date	Time	City	Hotel Address	
201	E-file	Tue. June 22	8:30 am-12:30	Van Nuys, CA	Airtel Plaza Hotel (Parking \$5.00) 7277 Valjean 818-997-7676
202	E-file	Wed. June 23	8:30 am-12:30	Anaheim, CA	Exactax 2301 W. Lincoln Ave 800-254-2244
203	E-file	Thur. June 24	8:30 am-12:30	San Diego, CA	Double Tree Hotel-Club 1515 Hotel Circle South 619-881-6900
204	E-file	Wed. July 14	8:30 am-12:30	Anaheim, CA	Exactax 2301 W. Lincoln Ave 800-254-2244
205	E-file	Wed. Aug 11	8:30 am-12:30	Anaheim, CA	Exactax 2301 W. Lincoln Ave 800-254-2244

Northern California E-File Workshop Sessions

TYPE	Date	Time	City	Hotel Address	
101	E-file	Tues. June 15	8:30 am-12:30	Sacramento, CA	DoubleTree Hotel 2001 Point West Way (916) 929-8855
102	E-file	Wed. June 16	8:30 am-12:30	Concord, CA	Hilton Hotel 1970 Diamond Blvd 925-827-2000
103	E-file	Thur. June 17	8:30 am-12:30	San Jose, CA	DoubleTree Hotel (Parking \$7.00) 2050 Gateway PL 408-453-4000



2010 ExacTax E-File Workshop Reservation Form

Enter information below for each session you and/or your staff will be attending. All information must be completed. Admission to the workshop is FREE. Additional attendees are welcome. 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
	E-File				Free

Complete the information below:

Firm Name _____

Street _____

City _____ State _____ Zip _____

Daytime Phone No. _____ Fax No. _____

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

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