

January 15, 2003

Dear Client:

Several years ago, the Internal Revenue Service began promoting the use of electronic filing. Electronic filing provides two main benefits to you: a faster refund and a receipt that IRS received the return.

IRS will soon require this filing method. Therefore, we have decided to implement the change this year for all clients. This will affect you as follows:

- You will receive an acknowledgement, with an IRS provided receipt number, as proof your return was filed.
- You will still receive a complete copy of your tax return.
- You can file your return immediately, and delay paying any tax due until April 15th.
- IRS says your refund will arrive quicker. You can still have your refund direct deposited to any account you want.
- You no longer have to contend with post office lines, postage, certified mail, and return receipts.

When your return is finished, we will send you a complete copy for your review. Enclosed will be a one-page IRS approval form for you, and your spouse if filing jointly, to sign. Mail the signed form back to us in the self-addressed envelope we will provide.

When we receive the signed form back from you, we will transmit the return electronically. We cannot file your return until we receive the signed approval form. After IRS accepts the return, they will send us a receipt number. We will mail, fax, or e-mail the receipt number to you as soon as we receive it.

We are confident that electronic filing will ensure a faster, safer, and easier filing of your tax return. It should also avoid the scrutiny and keypunch errors that IRS personnel might make on a printed, mailed return. If you have any questions or concerns, please address them at our appointment.

Sincerely,

Bob McCombs & Company, CPAs