

■ I RECEIVED AN IRS NOTICE, NOW WHAT?



You filed your tax return. Everything should be fine...but now you've received a letter in the mail from the Internal Revenue Service. Oh no! What to do? The Internal Revenue Service offers the following tips to deal with your notice:

Don't panic. Many IRS letters simply require a response.

Follow instructions. IRS notices cover specific issues and require specific action from you. Common correspondence includes notices of payment due, notices of changes to your account, or requests for additional information.

Respond as requested. If you do not agree with a correction made by the IRS, it is important to send a written explanation of why you disagree by the required response deadline. Share the notice with your tax preparer, if you use one, before responding. Be sure to include any information and documentation necessary for consideration along with your response. Mail your response to

the address specified in the upper left corner of the notice.

Be patient. The IRS typically takes a minimum of 30 days to process your response. In some cases, you may be notified that your response has been received and is still in review.

Keep good records. Maintain a copy of your response and backup documentation for future reference. You may also wish to keep proof of mailing and a delivery receipt.

Don't reply to emails. The IRS never contacts taxpayers about their tax accounts or tax returns by email. Respond only to notifications sent by mail.

For additional information regarding IRS notices and letters, visit

<http://www.irs.gov/Individuals/Understanding-Your-IRS-Notice-or-Letter>. We welcome the opportunity to assist you with any communication you may receive regarding your tax account or tax return. Visit <http://www.bayliscpas.com/services/taxfinancial.php> to learn about our tax services.

■ IRS CLOSING ON THESE DAYS

The impact of budget sequestration continues to be felt by federal government agencies. The Internal Revenue Service is no exception. The *Journal of Accountancy* and the *Washington Post* are both reporting that Steve Miller, Acting IRS Commissioner, has announced in a memo to employees that "all public-facing operations," including toll-free operations and Taxpayer Assistance Centers will close on May 24, June 14, July 5, July 22, and August 30, in response to sequestration budget cuts. Two additional days of closure may also be possible.



■ MORE COVERED BUS SHELTERS ON THE WAY



Our Director of Communications and Marketing and current Kiwanis Club of Lakeland President, Kathy Wallen, recently teamed up with Committee Co-Chairs Karen Kovach of Third Wing Business Strategies (www.third-wing.com), and retired State Senator and political commentator Paula Dockery for a very successful community service initiative. The Club hosted **Bus Stop: One Night Only** on Friday, April 19th at the Historic Polk Theatre. Proceeds from the event will be used to purchase five Citrus Connection covered bus shelters placed in locations heavily used by children and senior

transit riders.

Pictured are Baylis & Company PA CPAs Managing Partner and Lakeland City Commissioner Edie Yates, retired Senator Paula Dockery, and Kathy Wallen at the first shelter groundbreaking ceremony held at Barnett Family Park. Way to go!

CLOSING THOUGHTS

The passing of Margaret Thatcher earlier this month got us thinking about interesting quotes from British Prime Ministers. This introduction is a bit of a stretch, but it gives us an opportunity to share a few interesting quotes from another famous British Prime Minister, Winston Churchill:

I am easily satisfied with the very best.

The price of greatness is responsibility.

You have enemies? Good.
That means you've stood up for something,
sometime in your life.

Attitude is a little thing that makes a big difference.



■ WE ARE ON FACEBOOK



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