



Steenerson & Co., Inc.

Certified Public Accounting Firm

www.cpa4firm.com

March 27, 2020

Re: A note to our community about the coronavirus (COVID-19)

Dear valued client,

As the coronavirus (COVID-19) continues to affect local communities and global economies, we want you to know that maintaining business continuity is a priority for us. We're working to minimize disruptions and impacts to you so that we can still offer the same level of superior service and support you have come to expect from our team.

Protecting our clients and staff

We have implemented procedures to protect the health and safety of our staff, clients, and community including restricting/limiting access to our office, reducing travel, providing health education and guidelines to keep our staff well, utilizing email and Dropbox options for collecting information.

Our firm is open to serve you

Our firm remains open and available to serve you. We are continuing to work through normal business hours, but due to an increased volume of calls and emails, will only be available between the hours of 9 a.m. and 3 p.m. We will diligently work to address your requests as quickly as possible.

Relief available

COVID-19 has probably caused some concerns about your financial well-being. However, there are relief measures available that may benefit you, such as:

- The IRS extended the April 15, 2020 federal income tax filing and payment deadline to July 15, 2020. However, we continue to work on filing returns as soon as possible.
- First quarter estimated tax payments usually due April 15, 2020 are now extended to July 15, 2020.
- States are also providing tax relief for individuals and businesses.
- Emergency paid sick and family leave benefits are available to employees (with some limitations and exceptions).
- Employers, including those self-employed, have available refundable tax credits to offset the costs for providing coronavirus-related leave benefits.



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Helpful resources

Resources are also available to address some of your concerns.

- AICPA Coronavirus Resource Center
- AICPA State Tax Filing Relief Chart for Coronavirus
- IRS Coronavirus Resource Center
- U.S. Small Business Administration: Coronavirus Small Business Guidance and Loan Resources

Our commitment to you

Whether you have tax or financial planning questions or need advice on ways to navigate business challenges, we're here for you. If you have any questions or concerns, please don't hesitate to contact us at shelby@cpafirm4u.com or 303-525-4272.

During this unpredictable and challenging time, it's more important than ever to stay connected. We're in this together.

Thank you for your continued support.

Shelby Steenerson, CPA