## Powers & Company

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It's tax time again for most taxpayers and in keeping you informed, I am highlighting major changes in our organizers on our website (above). As usual, we will be updating the Tax-Power.com website for 2023 tax questionnaires and news.

A reminder that, since Nov. 1, 2022, I no longer maintain the office at 854 Route 6 and I work from my home (above). Last year most local clients found using the Drop Box much more convenient that coming to the office, For those few who would rather drop information off, this is possible, but the tax return will no longer be prepared while you wait.

For your protection and in accordance with the provisions of the Graham-Leach-Bliley Act and revised FTC and IRS safeguard rules, instead of attaching confidential information to emails, please use Secure and Encrypted Drop Box (DB) folders to upload your tax information and retrieve completed tax forms. DB files at rest are encrypted with Advanced Security Standard (AES). Copies of prepared tax returns will be uploaded to your private folder. Using DB all documents and information can be safely shared by us. IF you lost your link or require a new shared folder, let me know. If you are unable to access our shared DB folder, please send me an email or give me a telephone call to make alternative arrangements.

Your tax information will be preserved for at least three years from the time the tax returns are filed as required by IRS rules. It is strongly suggested that you keep backups as well.

IRS is reminding everyone to be certain to file every year and if you have not to catch up asap to avoid audits and potential penalties.

If you have any questions, please contact me either by telephone or email.

Kind regards,

**Andy Powers** 

P.S. IF SENDING CONFIDENTIAL INFORMATION ELECTRONICALLY-VIA EMAIL, PLEASE USE THE LAST 4 DIGITS OF YOUR SS# AS PASSWORD PROTECTION.