

# HLW TAX NEWSLETTER

**We hope that you had a relaxing summer!**

## **Important information:**

Our office is no longer open for regular hours. We are usually in the office on Mondays and Tuesdays, and work from home on Wednesdays. **There is a drop slot in our door that most items can be dropped through.**

We will be closed the weeks of 11-20-2023 through 11-26-2023 and 12-25-2023 through 1-7-2024 for the holidays.

The 2023 tax organizers will be mailed or emailed to you by the middle of January 2024.

We continue to encourage everyone to go paperless by email or using the secure Intuit Link Portal system. We will send you an email in January to let you know when your 2023 portal is ready. This is your portal that you share with us and is available to you all year. There are a variety of free apps that will allow you to scan from your phone to a pdf, such as Adobe Scan.

If you are required to prepare and issue 1099's, remember the deadline for this is January 2024 for the 2023 tax year. We will prepare them for you by January 31<sup>st</sup>. We cannot offer this service after this date. The IRS now offers a free portal to complete and file these forms. To learn more about this go to IRS.gov and search IRIS. An independent vendor, such as Eagle View Filings is also an option for this service.

## **Reminders:**

If you have not yet completed your Partnership or S-Corp tax returns, we previously requested that all information be in our office by August 16, 2023, to ensure that we could complete it by September 13<sup>th</sup>. If you have not already, please provide your information.

All Individual and Corporate information should be in our office by September 13, 2023, so we can complete it by October 11, 2023.

We hope you found this Newsletter helpful and interesting.

**Thank you for allowing us to be of service to you!**