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Simply to Help – Helping You  
To Keep More Of What You  
Earn and Helping You To  
Protect What You Keep



- Help To Keep Your  
Life In Balance

November 5, 2001

Document Transmitted Via: \_\_\_\_\_

### CRUCIAL TIMING – IMMEDIATE ACTION

The Internal Revenue Service will not agree to stop the potential for Levy (seizing bank accounts, etc.) until it has received the tax paid in full, **an installment agreement** or an Offer In Compromise.

**The Internal Revenue Service will not seize assets while you have an installment agreement recorded at the Internal Revenue Service, or an Offer In Compromise pending.**

### YOUR CURRENT ACTIONS NEED TO BE:

Please answer the questions in the Installment Agreement Booklet - **SIMPLY TEAR THE PAGES YOU HAVE WRITTEN ON FROM THE BOOKLET AND RETURN ONLY THOSE PAGES TO ME. THE BOOKLET IS FOR YOUR FILE.**

Checklist of information to send:

- Personal financial information (in the booklet)
- Business financial information – if business taxes are owed (in the booklet)
- Copies of all tax returns that are not fully paid
- Copies of tax returns you made payments on, or paid in full in the last two (2) years
- Government Correspondence
- Audit adjustments or other adjustments made to your tax returns
- Taxpayer Authorization of taxpayer representative
- Other information you believe may be Important or is “causing headaches”.

If you have access to email

<a href="mailto:Bmodessa@home.com">Bmodessa@home.com</a>
<a href="mailto:Bmsarasota@home.com">Bmsarasota@home.com</a>
<a href="mailto:Pro1040@home.com">Pro1040@home.com</a>
<a href="mailto:bobparrish@pro1040.com">bobparrish@pro1040.com</a>

## ABOUT THE INSTALLMENT AGREEMENT BOOKLET

The Installment Agreement Booklet will look quite intimidating because of the volume of pages. However, please answer the questions as requested above, and if you want to learn more about the Installment Agreement process, please look through the Table Of Contents and pick and choose your subjects at your will and convenience. The text is dry, and boring, but is written in "plain English".

Bob Parrish CPA PC

For the firm



Bob Parrish CPA

If you have Internet Access you may access the following documents by clicking on the links:

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Related Documents for your knowledge:

[Offer In Compromise Explanation of the Rules](#)

[Offer In Compromise Booklet](#) – this is the booklet which you will need to write in the correct information

On The CD (If your packet has a CD furnished)

[OIC Booklet](#)

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OnLine\Installment\_Agreement\_Kit\Client\_Kit\installment\_agreement\_booklet\_cover\_letter.doc  
Taxpayer Advocate, Asset Protection Coach, Cost Containment Counselor, Investment & Acquisition/Merger Analyst; Management Consultant; Tax Preparer (Income, All States, Sales, Payroll, Estate), Accountant, Auditor, Financial & Estate Planner, Bankruptcy Reporting, Probate Reporting

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About the Installment Agreement Booklet