

# **Susan G Baer, CPA, P.C.**

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## **A Note about Fees**

The tax return fee covers the preparation of your tax return, it does not cover additional consulting/planning after the preparation, assistance with notices or contacting our office for a refund status.

Additional tax planning or consulting appointments are welcome and can be made from our website or by calling the office. The website has information about consulting fees.

Requesting Susan G Baer, CPA, P.C. to assist with certain notices will incur a fee.

Instructions are given on how to check on refunds are on your instruction sheet. Refund processing can take time based on a variety of factors and our office does not have any additional access to the refund status. Before contacting our office about refund status, please check with the IRS or State agency on your refund as per the instructions. Fees can be incurred for contacting the office prematurely.

Payment is accepted in the form of:

Cash, Check, or Debit from a bank account.

Visa and MasterCard with a 3% convenience fee added.

We DO NOT accept American Express, Discover or PayPal.

Prompt payment is greatly appreciated. See your invoice for payment terms and late fees. Your return is not electronically filed or released until payment is received. Our fees are independent of any anticipated tax refund.

Keep copies of your complete tax return, additional copies requested will incur a fee.

Thank you,

*Susan Baer*

Susan G. Baer, CPA, P.C.