

GLOBAL TAXES LLC  
2530 Pebble Creek Ln  
Cumming, GA 30041  
(678) 965-9522  
syam@gtaxfile.com

January 18, 2022

MANOJ KUMAR KONKA  
10710 PRESERVE LAKE DRIVE  
TAMPA, FL 33626

Dear MANOJ KUMAR,

Please find enclosed copies of your tax return(s) for the tax year ended December 31, 2021. Instructions for filing your return(s) are attached for your convenience. Retain the copies for your records.

The federal income tax return will be electronically filed, do not mail the enclosed copy, but retain it for your records.

Form 1040 Federal Individual Income Tax Return

We prepared your returns based on the information you provided us. Please review the returns carefully to ensure that there are no omissions or misstatements of material facts.

If you have any questions about your tax returns, please contact us. We appreciate this opportunity to serve you.

Sincerely,

SYAM PRIYA RAM SAGAR GUPTA TALLAM

Tax Summary and Instructions for Filing  
2021 Federal Individual Income Tax Return

Summary of Federal Information:

Federal adjusted gross income .....	\$	62,307.00
Federal taxable income .....	\$	49,457.00
Federal refund .....	\$	5,949.00

Your return will be electronically filed.

Your refund of \$5,949.00 will be mailed to you automatically by the Internal Revenue Service.

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Dear MANOJ KUMAR,

This letter is to confirm our understanding of the terms of our agreement and outline the nature and extent of services we will provide. Based upon the information you furnish to us, we will prepare your Federal and applicable state income tax returns for 2021.

We will not audit or verify the data you submit to us, although we may ask you for clarification when necessary. All the information you submit to us will, to the best of your knowledge, be correct and complete and include all other information necessary for the completion of your tax return.

We will also prepare 2022 estimated tax vouchers if required, based on your income and withholding taxes for 2021. If you anticipate a substantial change in income or withholding taxes for 2022, please advise us as soon as possible. We will then determine whether an adjustment should be made to your tax estimates.

Your returns are subject to review by the taxing authorities. Any items that may be resolved against you by the examining agent are subject to certain rights of appeal. In the event of an examination, we will be available upon request to represent you, or to review the results of any examination. Billing for these additional services will be at our standard rates.

The charges for our services are based on our fee schedule and the complexity of the returns.

You have the final responsibility for your income tax returns. Please review them carefully before you sign and mail them.

If the above is in accordance with your understanding of the terms and conditions of our agreement, please sign and return a copy of this letter.

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SYAM PRIYA RAM SAGAR GUPTA TALLAM

Accepted by:

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Client signature

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Date