

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

April 11, 2022

MICHAEL JOSEPH
2220 WALNUT ST, Apt. 304
PHILADELPHIA, PA 19103

Dear MICHAEL,

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.

You must sign and date your Form 1040 tax return.
Form 1040 Federal Individual Income Tax Return

The Pennsylvania income tax return will be electronically filed, do not mail the enclosed copy, but retain it for your records.
Form PA-40 Pennsylvania Income Tax Return

The New Jersey income tax return will be electronically filed, do not mail the enclosed copy, but retain it for your records.
Form NJ-1040 New Jersey Income Tax Resident Return

The New York income tax return will be electronically filed, do not mail the enclosed copy, but retain it for your records.
Form IT-203 NY Nonresident/PY Resident 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.

To ensure proof of delivery, we recommend that you mail the returns using certified mail with postmarked receipts.

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	\$	100,680.00
Federal taxable income	\$	88,130.00
Federal refund	\$	258.00

The due date of the Federal Form 1040 is April 18, 2022.

Your federal refund of \$258.00 will be directly deposited in your bank account.

Mail the return to:

Department of the Treasury
Internal Revenue Service
Kansas City, MO 64999-0002

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

Summary of Form PA-40 Information:

State taxable income	\$	11,711.00
.....		
Payment due State	\$	19.00
.....		

Your Pennsylvania return will be electronically filed.

You have a balance due of \$19.00. Listed below are the filing instructions for the Form PA-V.

The due date of Form PA-V, Payment Voucher, is April 18, 2022.

Include Form PA-V and a check or money order in the amount of \$19.00, payable to "PA Dept of Revenue." Write your last four digits of your social security number and day time telephone number "2021 Form PA-V" on the check.

Mail to:

PA Dept. of Revenue
Payment Enclosed
1 Revenue Place
Harrisburg, PA 17129-0001

Tax Summary and Instructions for Filing
2021 New Jersey Individual Income Tax Return

Summary of Form NJ-1040 Information:

State taxable income	\$ 101,812.00
.....	
Payment due State	\$ 240.00
.....	

Your New Jersey return will be electronically filed.

You have a balance due of \$240.00. Listed below are the filing instructions for the Form NJ-1040-V.

The due date of Form NJ-1040-V, Gross Income Tax Payment Voucher, is April 18, 2022.

Include Form NJ-1040-V and a check or money order in the amount of \$240.00, payable to "State of New Jersey - TGI." Write your social security number and "2021" on the check.

Mail to:

New Jersey Division of Taxation
Revenue Processing Center
PO Box 643
Trenton, NJ 08646-0643

Tax Summary and Instructions for Filing
2021 New York Individual Income Tax Return

Summary of Form IT-203 Information:

State taxable income	\$ 92,680.00
.....	
Payment due State	\$ 6.00
.....	

Your New York return will be electronically filed.

You have a balance due of \$6.00. Listed below are the filing instructions for the Form IT-201-V.

The due date of Form IT-201-V, Payment Voucher for Income Tax Returns, is April 18, 2022.

Include Form IT-201-V and a check or money order in the amount of \$6.00, payable to "New York State Income Tax." Write the last four digits of your social security number and "2021 Income Tax" on the check.

Mail to:

NYS PERSONAL INCOME TAX
PROCESSING CENTER
PO BOX 4124
BINGHAMTON, NY 13902-4124

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PHILADELPHIA, PA 19103

Dear MICHAEL,

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.

SYAM PRIYA RAM SAGAR GUPTA TALLAM

Accepted by:

Client signature

Date

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RE: Our Privacy Policy, Compliance with the Gramm-Leach-Bliley Act, Public Law 106-102 (FTC 16 CFR Part 313)

Dear MICHAEL,

The privacy of your client information has always been important to us, and we have always been bound by professional standards of confidentiality. However, we are now required by law to formally inform you of our privacy policy.

We collect nonpublic personal information about you that is provided by you or obtained by us with your authorization. This information may come from various sources, including information we receive from personal interviews, tax organizers, worksheets and other documents necessary to provide professional services to you.

We do not disclose any nonpublic personal information about our clients or former clients to anyone, except as permitted or required by law, or when necessary to process transactions requested by a client.

We restrict access to nonpublic personal information about you to members of our firm who need to know that information in order to provide you professional services. We retain records relating to the professional services that we provide you in accordance with accounting and government standards.

We employ physical, electronic, and procedural security safeguards to protect your nonpublic personal information.

Your confidence and trust are important to us. If you have any questions or concerns regarding the privacy of your nonpublic personal information, please contact us.

Sincerely,

SYAM PRIYA RAM SAGAR GUPTA TALLAM