

# David N. Hainsworth, C.P.A., P.C.

Newsletter for clients and friends of David N. Hainsworth, C.P.A., P.C.

*Happenings*  
Winter 2020

## Personally speaking...

We hope you had a wonderful holiday season filled with the merriment of spending time with friends and family. We know we savored our time relaxing and spending time with our loved ones, sharing memories and making new ones. Now we are ramping up for a new tax season that is upon us.

We are in preparation for the flurry of tax season, along with tax season office hours. As most of you know, during tax season, we add Saturday hours of 9 a.m. to 1 p.m. to our work week for everyone's convenience beginning in early February. Tax season is hectic.

To help you prepare for the inevitable governmental accounting of your yearly income, I have included information about Client Organizers and Deadlines.

### Client Organizers

By the third week of January, everyone will have received their Client Organizer. If you requested a hard copy organizer, you will receive it via the U.S. mail or PDF. If you requested an electronic organizer, you will receive an e-mail with instructions to go to our website ([www.hainsworthcpa.com](http://www.hainsworthcpa.com)) in order to enter your information directly into your electronic organizer online.

The organizer will help you pull together all the necessary information that we need to prepare your 2019 tax returns. Please call our office as soon as possible if you do not receive your hard copy organizer or e-mail notification by January 31st.

For those of you receiving a hard copy organizer, be sure to answer the questionnaire at the front of the booklet and sign the engagement letter. Be aware that if your organizer is returned to us blank, our fee will be increased for the time it takes us to fill it out in order to begin processing your return.

Whether you utilize a hard copy organizer or an electronic organizer, you still need to send in all pertinent backup documentation, W-2s and 1099s for example, before we can begin processing your return. These documents can be sent to us in hard copy or electronically via upload with your organizer. **Please do not email tax data files. It is not secure.**

It is our goal to assist you in any way we can. Contact us any time you have questions or concerns.

### Deadlines

As always, there is a deadline for getting your information to us so that we can complete your return in a timely manner. This year the deadline is March 18th.

Please be sure to have your organizer and all supporting documents in our office by closing time on March 18th.

Our firm has always employed a "first in, first out" philosophy when processing returns. We feel that this is the most equitable way to serve our clients. If you'd like to have your return processed early, please strive to deliver your organizer and other information to us just as soon as possible.

The deadline for filing Federal tax returns is April 15th. The 2019 state tax returns for Virginia may be filed as late as May 1st.

### In Closing

Until next time, from all of us to all of you, have a great 2020!

JANUARY 2020						
S	M	T	W	T	F	S
			1	2	3	4
5						11
12						18
19						25
26	27	28	29	30	31	

**January 18**  
Electronic and hard copy Client Organizers sent out to clients; household employee information due to us no later than today

**January 31**  
If you have not yet received your Client Organizer, let us know as soon as possible

MARCH 2020						
S	M	T	W	T	F	S
	2	3	4	5	6	7
	9	10	11	12	13	14
15	16	17	18	19	20	21
			25	26	27	28

**March 9**  
Last day to schedule an appointment to meet with a staff member on or before March 18th

**March 15**  
Partnership & S-Corporation tax returns due or extension

**March 18**  
Last day of appointments until after tax season; last day for Client Organizers to be received by us for guaranteed tax preparation by April 15th

APRIL 2020						
S	M	T	W	T	F	S
			1	2	3	
	6	7	8	9	10	
	13	14	15	16	17	
19	20	21	22	23	24	
26	27	28	29	30	31	

**April 6**  
Last day to deliver extension information to our office

**April 10**  
Last day to return e-file forms to the office for filing of tax return

**April 15**  
Individual & C-Corporation tax returns due or extension

**April 17**  
Office is closed

# Tug's Tales

I hope everyone had a nice break for the Holidays and Christmas. I know I am fat and happy after all those wonderful meals, snacks and treats. Happy New Year 2020 to you all. 2020 is a nice round number, I like round numbers. The zero reminds me of my favorite thing...

a tennis ball! Even though it is tax season, I can dream of that tennis ball floating out there in the water for me to retrieve. I will be at the office a lot over these next few months, so stop in to see me. Finn will likely be here too! Finn has now learned our schedule and routine. He gets spoiled by the staff mostly because he is the baby. Whereas I, being the elderly gentleman, am aware of Finn's shenanigans and do not give into his demands. Come visit us when you come by to drop off your organizer or back-up documents. I would love to see you!

Wags! 



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