



ABJ & Associates, Inc
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Tax Season Deadline Policy

To maintain accuracy, compliance, and reasonable turnaround times during peak season, our firm follows the deadline policy outlined below. IRS filing and payment deadlines are established by the Internal Revenue Service and can be confirmed at irs.gov.

Information Submission Deadlines

Although we make every effort to get all returns completed quickly, information received after the deadline listed below could result in an extension being filed.

- **Business Returns (Forms 1120S, 1065)**

Complete tax information must be received no later than February 15th to ensure timely filing by the March 15th IRS deadline. Information received after February 15th may result in the return being extended.

- **Individual Returns (Form 1040) and Corporate Returns (Form 1120)**

Complete tax information must be received no later than March 15th to ensure timely filing by the April 15th IRS deadline. Although we will do our best to complete all tax returns by April 15th, we cannot guarantee timely completion when information is received after March 15th.

Extensions and Payments

- Filing an extension provides additional time to file the return, not additional time to pay.
- It is your responsibility to ensure that an extension is filed with appropriate tax payments, if necessary, should the return not be completed by the original IRS deadline.
- Failure to make timely payments may result in penalties and interest assessed by the IRS, which are outside our control.

Automatic Extension Policy

- If needed, we will automatically file extensions for clients who have signed a current engagement letter with our firm.
- Extensions will not be filed for any client who has not signed an engagement letter, regardless of document submission or prior-year services.

Client Responsibilities

- Clients are responsible for providing complete, accurate, and timely information.
- We are not responsible for delays caused by missing, incomplete, or late documentation.
- We do not offer guaranteed or rush preparation during peak filing season.
- By engaging our firm, you acknowledge and agree to this Tax Season Deadline Policy.