



Parnes, Velano, Martinez & Co.

880 Technology Drive
Ann Arbor, MI 48108

February 29, 2012

Joe & Kim Anderson

435 Eight Mile Road
Northville, MI 48167

Dear Joe Anderson:

Thank you for signing up for our services! Our experienced team of CPAs and professional staff look forward to serving you in a prompt, efficient, and professional manner. Please feel free to contact us if you have any questions or concerns. For your convenience, we have attached a list of contacts who are in charge of making sure your services with Parnes, Velano, Martinez & Co. are taken care of. We also included some general information that you may want to keep on hand for reference purposes.

Sincerely,

Jessica Shaver
Parnes, Velano, Martinez & Co.

Points of Contact

www.pvmco.com

Jessica Shaver
Partner
jessica.shaver@pvm.co.com
(800) 968-8900 x5485

Billing Information

Payment is due upon receipt. We offer a 30 day grace period. Any balance over 30 days old will accrue service charges at our current rate.

Service Charge Rate: 18.00%

If you are interested in our value billing alternative payment plans please contact our office for the latest prices.

Please make checks payable to Parnes, Velano, Martinez & Co. and mail to the address below.



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