

TAX ROUTING SHEET

Client: Jones, Ron & Jenny (JONESRJ)
 Copied Routing Sheet
 Scanned Routing Sheet
 Update Client Information

Project Information

Billor:

Last Pmt Date: 10/31/2013

Last Pmt Amt: -\$1,750.00

Current Balance: **\$0.00**

Current WIP: **\$0.00**

Client Information

Contact Name: Ron Jones

Home #: (210) 854-5255

Business #:

Mobile #:

Email: jenjonesr@com.cast.net

Address: 321 Lane
Apartment 123
Bad Axe, MI 48111

PREPARATION OF RETURN:

	Initials	Date
Prepared		
Documents scanned to GFR		
Reviewed		
Final copy to GFR		
Processed		
Re-run		

ELECTRONIC FILING:

	E FILE RETURN			DATES	
	Yes	No	N/A	E-Filed	Accepted
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

TANGIBLE RETURN:

Yes No

8879

Signed _____

Took _____

Mailed _____

Scanned _____

TAX RETURN DISTRIBUTION (initial & date):

Mailed to client	_____				
Picked up by client	_____				
Deliver to Client	_____				
Mailed for client	Cert. Reg. Emp. Date				
IRS	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				
State	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				
Estimates	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				
Other return	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>				

MAILING INSTRUCTIONS:

MAIL return to client

Add. (if other than return)

CLIENT RECORDS:

In File

In Preparer's office

In vault

NOTES FOR NEXT YEAR:

Client Contact for Pick Up	Initials	Date
1st:		
2nd:		

2014 ESTIMATE INSTRUCTIONS

CHECK ONE: ATA CLIENT N/A

Federal Estimate Prior Yr Credit KY Estimate Prior Yr Credit

FEE

2011 RETURN \$ _____ **Federal** Refund Due

2012 RETURN \$ _____ **State** Refund Due

2013 RETURN \$ _____

Special Instructions