
Business Tax Return Process



1 Document Request

We will send you a document request through Content Snare™. This portal allows us to work with you in gathering the necessary documents that are specific to your business, allowing us to prepare a complete and thorough return.



2 Complete Request

Once all of the documents and questions have been answered, we will complete the Content Snare™ request and will begin work on your business tax return.



3

Prepare Returns

During the process of preparing your business return, we may have additional questions or needed items. If so, we will create another Content Snare™ request, facilitating the gathering of those items. Our average turn-around time is three to five weeks.



4 Deliver Returns

We will deliver your completed business returns through SafeSend™ for your review and signature. We will provide a copy of the return, all instructions, vouchers, applicable K-1s, and our invoice. We will also include Adjusted Financials and AJEs if applicable.



5 File Returns

Once your return is signed through SafeSend™, we wait until the next business day to e-file your returns. Once the returns are accepted by the gov't, we email you a confirmation.

