



A



Checklist:

Please complete and return the following documents in the envelope provided.

If you owe the tax as calculated:

- Worksheets titled **Summary** (Complete Sections A, B, C, and G)
- Checklist & Questionnaire**
- Payment of computed tax and interest due

If you owe the tax, but the amount differs from the amount calculated:

- Worksheets titled **Summary** (Complete Sections A, B, D, E, F and G)
- Checklist & Questionnaire**
- Documentation, in addition to your explanation, in support of your position that the amount of tax due is inaccurate
- Payment of computed tax and interest due

If you do NOT owe the tax:

- Worksheets titled **Summary** (Complete Sections A, B, D, F and G)
- Checklist & Questionnaire**
- Documentation, in addition to your explanation, in support of your position that you do not owe any tax or additional tax on this transaction

B

How can we do better?

We would appreciate any comments on how we could improve this review process. *(Please use the back of this form if necessary)*

To serve you better we would like you to evaluate your experience with this review:

1 ... 2 ... 3 ... 4 ... 5 ... 6 ... 7 ... 8 ... 9 ... 10
 Poor Excellent