

**TAX RETURN INSTRUCTION SHEET
2018**

CLIENT NAME _____

**PLEASE INDICATE YOUR PREFERENCE BY CHECKING THE
APPROPRIATE BOX(S):**

- Electronically file my federal tax return
- Electronically file my state tax return(s)
- I do not want my tax return(s) electronically filed
If you do not wish for your tax return(s) to be electronically filed, an explanation must be attached to your tax return(s) as we, as a tax preparer, are mandated by the Internal Revenue Service and State of RI to electronically file all tax returns.

**IT WILL BE NECESSARY FOR YOU TO REVIEW YOUR TAX RETURN AND
SIGN AN IRS E-FILE SIGNATURE AUTHORIZATION FORM ONCE
YOUR TAX RETURNS HAVE BEEN COMPLETED.**

Please attach a voided check to this form. DO NOT use a deposit slip.

- Direct Deposit my refund into my:
- | | |
|---|--|
| <input type="checkbox"/> Checking
Routing Number _____
Bank Name _____
Account No. _____ | <input type="checkbox"/> Savings
Routing Number _____
Bank Name _____
Account No. _____ |
|---|--|
- I do not want direct deposit of my refund
- Electronic Withdrawal of my balance due from my:
- | | |
|---|--|
| <input type="checkbox"/> Checking
Routing Number _____
Bank Name _____
Account No. _____ | <input type="checkbox"/> Savings
Routing Number _____
Bank Name _____
Account No. _____ |
|---|--|
- Date requested for withdrawal _____
- I do not want electronic withdrawal of my payment