

2020 INDIVIDUAL TAX RETURNS
MATERIALS DUE DEADLINE: MONDAY, MARCH 15, 2021

In order to guarantee that we will have sufficient time to prepare and review your 2020 Individual Tax Return(s) to meet the IRS deadline of April 15, 2020, we will need to receive all of your individual tax materials by Monday, March 15, 2021. Please make every effort to get your documents to us by this date.

You can mail or deliver your materials in person to our office at 400 US Route 1, Suite B South, Falmouth ME 04105. If you prefer, you can send digital materials through our secure file transfer portal at the top right-hand corner of our website homepage (www.itctaxes.com) by clicking on the button labeled "Client File Upload."

If, for some reason, you are unable to get your materials to us by March 15, 2021, we will still process materials in the order in which they are received until the April 15, 2021 deadline. We will file for tax deadline extensions for any returns that do not make this deadline. Please note, **THE EXTENSION TO FILE YOUR TAX RETURN DOES NOT EXTEND TO THE TIME YOU HAVE TO PAY YOUR TAXES.**

Feel free to contact us with any questions you may have. **We would also appreciate any updates you can provide regarding when we can expect to receive your materials and/or if you know that you will need to file for an extension.**

Thank you for your attention to this matter and we look forward to hearing from or seeing you soon.

Regards,

Integrated Tax Consultants, Tax Department