

CPA Consulting Group, PLLC
109 Kenner Ave. Suite 100
Nashville, TN 37205
(615) 322-1225

Dear Client:

Your 2014 individual income tax return is complete and ready for filing with the IRS. We need you to review and sign additional documents as described below that require your immediate attention and response.

- Form 8879, IRS e-file Signature Authorization
- Review documents - Form 8879

1) Click the link in the email you received from Diane. If the link is not working, you may need to copy and past the link into your browser.



You may view and sign the document(s) electronically by clicking the link below. You may be required to enter the last four digits of your social security number.
<https://secure.netlinksolution.com/esignature/?eid=bc0a170-e84b-44b2-bfa7-ef57f64a387&uid=51238873-06b4-4a53-920b-0923e1b93925&sid=fde25b62-73af-44be-8a51-e41a2da08c8c>

A separate email and accompanying link to electronically sign has been sent to your spouse.

In order to electronically file with the IRS, we need you to review the tax return and sign Form 8879, IRS e-file Authorization by Feb 8, 2015.

To ensure the security of your tax return, you will be required by the IRS to perform Knowledge-Based Authentication (KBA) before you can access the tax return and electronically sign Form 8879. KBA is a tool commonly used in banks and financial institutions to verify the identities of customers as a means of fraud prevention and compliance adherence. Using this tool ensures the security of your confidential information. You will be asked a series of questions that need to be answered correctly. If you are unable to answer questions correctly, the electronic signature process will end and we will be notified. We will make arrangements to get your signature(s) through other means.

If you are filing a married filing joint return, both spouses must pass the KBA session separately to enable electronic signing of Form 8879.

If you choose not to electronically sign, or have questions regarding your tax return or this message before signing, please call us at (615) 322-1225 or email us at diane@cpacg.com

Thank you for the opportunity to serve you.

Sincerely,

CPA Consulting Group, PLLC

2) Per IRS guidelines. E-file authorizations need to be signed within 3 days. Please complete this process by this date.

1 | Welcome
Document overview and consent

2 | Verify identity
Answer questions about yourself

3 | Review
Review your documents prior to signing

4 | Sign
Create your signature

[Help](#)

Welcome, MARC C

A signature request has been sent by:

Diane Fleet
CPA Consulting Group, PLLC
diane@cpacg.com

Signature requested on 1 document(s):

Form 8879, IRS e-file Signature Authorization

Please review the Electronic Record & Signature Consent and confirm your review below.

Periodically, our firm may be required to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through our electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information to your satisfaction and agree to these terms and conditions, please confirm your agreement by marking the "I have read the Electronic Record & Signature Consent and agree to the terms" option at the bottom of this page.

By selecting the "I have read the Electronic Record & Signature Consent and agree to the terms" option, you are signing this Agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By selecting "I have read the Electronic Record & Signature Consent and agree to the terms", you consent to be legally bound by this Agreement's terms and conditions.

I have read the Electronic Record & Signature Consent Disclosure and agree to the terms

2) Click the check box

3) Click next

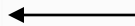
Verify Identity

Answer the following questions to verify your identity.

Once started, you'll have approximately 5 minutes to answer the questions before the document expires. If the document expires, a new document will need to be generated for you to sign.

✔ Your identity has been verified. Please press the "Next" button below to proceed with reviewing the documents.

4) Answer the identity verification questions



← Previous

5) Answer the identity verification questions



Next →

Review Documents

Please review the following documents. You will provide your signature in the next step.

Documents that require your signature

Form 8879, IRS e-file Signature Authorization [Review Document](#)

Related documents

Review documents - Form 8879 [Review Document](#)

I have reviewed the requested documents

Did you find an issue? [Click here to decline the signature request.](#)

Previous

If you find an error on your return, please click here and call our office at (615) 322-1225 to discuss the issue.

6) Click the review document link to see the tax returns

7) Click the check box

8) Click next

Next

Help

Sign Documents

Create your signature by selecting one of the options below.

- Type your signature and choose a style
- Draw your signature

Type full name

9) Type your name



Choose style

Previous

10) Click next



Next

Review and Submit

We've created a preview of the official documents using the information you provided.

Please review the documents below and submit them if you are satisfied. Once submitted, the documents are officially signed. We then recommend that you download the signed documents for your records.

Form 8879, IRS e-file Signature Authorization [Review Document](#)

11) Click the review document link to see the signatures

I have reviewed all documents and am satisfied with the signed copies.

12) Click the check box

Did you find an issue? [Click here to decline the signature request.](#)

13) Click Submit

Submit

Previous

If you find an error on your return, please click here and call our office at (615) 322-1225 to discuss the issue.

Signed Documents Submitted

Thank you! The signed documents have been sent to:

Diane Fleet
CPA Consulting Group, PLLC
diane@cpacg.com

If you would like to download the signed copy for your records, please click the link below.

 [Download All Documents](#)

14) Copies of these signed documents will be placed in your portal automatically. Click here to save copies to your computer.