

**Rom Gilbert, CPA  
3131 NW 13th Street, Suite #4  
Gainesville, FL 32609  
352-336-7799  
January 2, 2022**

«Title» «LastName»  
«Address1»  
«Address2»  
«City», «State» «PostalCode»

**Dear «FirstName»:**

**The mailing address and phone number are listed above. My email address remains romcpa@romgilbert.us. If you are attaching large files, use romcpa12@gmail.com. I will continue to pick up tax information at assisted living facilities, homes of elderly clients and convenient locations for others.**

**[1] The IRS does not call, text or email taxpayers. Don't answer the phone if you don't know who is calling. If you do answer and don't recognize the caller, don't say a damn thing. Hang up!**

**[2] If you receive a letter from the IRS, get a copy to me as soon as possible. It is difficult to win a case if we don't respond.**

**[3] Filing your return early is one way to protect against identity theft. If you receive a PIN from the IRS based on a prior year filing, please provide it to me. It is required to e-file. The IRS wants more individual taxpayers to get identity protection PINs. This is great for the IRS, taxpayers and the U.S.A. but a pain in my south end when I am northbound!**

**[4] Please let me know of any changes such as address, telephone number, dependents (child tax credits), direct deposit account numbers, email address, etc. I still cannot read minds!**

**[5] Your client checklist is enclosed. Use this checklist to see what is to be provided to me. Cross out any tax information that should be deleted.**

**[6] Keep phone messages short. State your name and phone number twice. If I fail to the call back within 24 hours, call again.**

**[7] For taxpayers who want to talk to me live and in color, I will do so. You may call, text or email me. Also, check the web site, romgilbert.us, starting on December 1, 2021.**

**[8] The executive and legislative branches of the U.S. government make my job difficult.**

**[9] An information page involving 2021 tax changes and tax items to submit is on back of this letter. The tax deadline for individual income tax returns is Friday, April 15, 2022.**

**[10] Current plans are to use the same office on West Newberry Road again on a limited basis.**

**Please check website romgilbert.us for relevant information (e.g. tax changes) and for updates.**

**Sincerely,**

**Rom**