

Draft Copy of Tax Return for REVIEW ONLY

Signature Set Instructions:

- 1] Print and sign **Form 8879** in the center of form.
- 2] Print and sign **State E-file form(s)** in the center of form.
- 3] Print and sign **Bank Account Verification** form at bottom (if applicable)
- 4] **Return all signed sheets to us ASAP so that we may E-file your tax return. You may upload, fax, e-mail or mail them to us. Don't miss the E-file deadline!**

After we E-file your tax return we will upload a copy of your filed tax return and E-file confirmation to your personal **Cloud Cabinet**.

Tax Payment Voucher Instructions (if applicable):

- 1] Please print all pages, instruction letter and vouchers.
- 2] Please follow the specific voucher instructions in letter.
- 3] **Remember to write your Social Security No. and Form No. on your check(s)**

How to Access Cloud Cabinet

IF YOU ALREADY HAVE A PASSWORD PLEASE USE IT.
ENTER YOUR USERNAME AND PASSWORD.

REMEMBER YOU MUST TYPE IN ALL CAPS

USER NAME: FIRST 3 LETTERS OF YOUR LAST NAME +
LAST 4 DIGITS OF SS#

PASSWORD: THE LETTERS ABCD + LAST 4 DIGITS OF SS#

LOGIN AND CLICK ON **CLOUD CABINET**

CLICK ON **TAX RETURN**

CLICK ON **[RETURN YEAR]** OR OTHER YEAR YOU WANT.
YOUR DOCUMENTS WILL BE DISPLAYED ON THE RIGHT.