



# SOFTWARE NEWS

A Newsletter from CFS Tax Software, Inc.

Spring 2010

## EARLY RENEWAL INCENTIVES

### Early Renewal Discount

On your spring renewal form you will find that we applied a discount to this year's renewal price for each program you renewed early last year. Each program you renewed by May 31st of last year will have a \$10 discount applied. Each program you renewed by August 31st of last year will have a \$5 discount applied.

For every program you renew by May 31st of *this* year, you will receive a \$10 discount on *next year's* spring renewal form.

Renew your software by May 31st *every year*, and you can be assured of receiving the lowest prices on your CFS software!

### 20% Off First-Time Purchases

Place your software renewal order by May 31st and take 20% off the first-time purchase of any additional CFS software. The additional software must also be ordered by May 31st. If you've been thinking of trying a new CFS program—*LivePayroll*, for instance—now is the time!

### 20% Discount on Supplies

Order your forms, envelopes and tax return supplies by May 31st to get the best deal on supplies—20% off our already low prices!

See our supplies catalog for a wide selection of forms, envelopes, labels, checks, and tax return supplies.

### Free W2/1099 Forms Starter Kit

Receive a free starter kit of forms and envelopes—a \$39 value—when you order *W2/1099 Payroll System 2010* by May 31st!

**Remember—  
the deadline  
for all of these  
offers is  
May 31st!**



## CFS CUSTOMER REFERRAL PROGRAM



Our company's business has been built on referrals from existing customers to future customers. Five years ago, we devised the **CFS Customer Referral Program** to reward those customers for making us so successful.

**Here's how it works:** If you refer a new customer to CFS, that customer will receive a 20% discount on his or her first CFS order. At the same time, **you** will receive a 20% discount on any single CFS program.

To take advantage of the CFS Customer Referral Program, go to *TaxTools.com* and select **Referral Program** from the **Purchase** menu, then click on the **Referral Form** link to download a form in PDF format. Print it, fill it out, and either fax or mail it to us. We will contact your friend and offer a 20% discount on his or her first order. If your friend places an order within three months, you will receive a 20% discount on any CFS program.

## INSTRUCTIONAL VIDEOS

We have posted many new and updated *Instructional Videos* on our web site. They are available from the **Support** menu at *TaxTools.com* or from a link in the Help menu of most CFS programs.

There are brief tutorials to help you with such things as downloading and installing CFS software, using our Online Research site, and performing many specific tasks in CFS programs.

## TAX QUOTABLE

"Alexander Hamilton started the U.S. Treasury with nothing, and that was the closest our country has ever been to being even."

—Will Rogers

## WHAT'S INSIDE...

### NEW AT CFS...

- CFS** New in TaxTools 2010;
- CFS** 2010 E-File Update — *the latest developments in state and federal e-filing.*

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### REMINDERS...

We may have said it before, but we think it bears repeating. Page 3.

### ONLINE...

What can you find at *taxtools.com*? Page 4.

### POLICIES...

FYI—CFS company policies and disclaimers. Page 4.



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# WHAT'S NEW AT



## NEW IN TAXTOOLS 2010

New and updated modules in *TaxTools 2010* include:

**Client Tax Organizer:** new module generates a tax organizer that can be distributed to clients to gather essential tax preparation information.

**Representative Statement of Withdrawal, Taxpayer Statement of Revocation:** new power of attorney forms used by a representative or a taxpayer to withdraw from or revoke an existing power of attorney (Form 2848 or 8821).

**Roth Basis Tracker:** modified to comply with new rules for 2010. In 2010 you may convert a traditional IRA to a Roth IRA without the current income limitations. In addition, you may elect to spread the taxes over the next two years.

**Why Convert a Regular IRA to a Roth IRA in 2010:** new module helps determine the benefit of converting a regular IRA to a Roth for tax years 2010 and later. Starting in 2010, taxpayers with modified adjusted gross income of more than \$100,000 will be allowed to convert a traditional IRA to a Roth IRA. This change applies to all years beyond 2010, and the income taxes due on the 2010 conversion can be spread over two years.

**Tax Credit and Deduction Phase-out Calculator:** new module that displays general information and calculates allowable amounts for various tax deductions and credits. A reduced deduction and/or credit due to high income phase-out can be calculated based on the input of parameters such as filing status and federal adjusted gross income.

CFS TaxTools .....	\$189 <sup>00</sup>
annual renewal.....	\$159 <sup>00</sup>
network upgrade.....	\$150 <sup>00</sup>

## 2010 E-FILE UPDATE

Each year we receive calls from customers asking why our programs don't support e-filing for Form 941 or a particular state payroll or sales tax form.

To begin with, there are two methods of e-filing—web-based and file-upload. With web-based e-filing, the user must manually log in to a website and manually enter the necessary information online. When finished, the user hits a “submit” button, and the form is filed. With web-based e-filing, our software can indirectly aid the user by compiling data and providing software-generated reports containing the information to be manually entered online.

With the file-upload method, the user creates a file from within a software program, and the file is uploaded to a government website. Usually, the software user/preparer directly submits the file to the government. However, sometimes the file-upload method requires the software company to act as an intermediary or third-party provider; the user sends the file to the software company, and the software company forwards the file to the government. With the file-upload method of e-filing, it may be possible for our software to create the file to be uploaded. However, if the software company is required to submit the file, CFS is not equipped to act as a third-party provider.

**We can only offer e-file where the file-upload method is available and no third-party provider is required.**

Details follow regarding the latest e-file developments in *California Sales Tax Preparer*, *New York Sales Tax Preparer*, and *CFS Payroll System*.

**California Sales Tax Preparer:** The California State Board of Equalization has recently developed a Direct Transmit Program for software developers. We are enrolled in the testing and certification

process for this program. Once this process is completed, *California Sales Tax Preparer* users will be able to transmit returns and payments directly to the BOE electronically and receive confirmation that the return and payment have been received.

CA Sales Tax Preparer .....	\$109 <sup>00</sup>
annual renewal.....	\$99 <sup>00</sup>
network upgrade.....	\$50 <sup>00</sup>

**NY Sales Tax Preparer:** New York has imposed an “e-file mandate” for certain tax preparers and businesses that prepare their own returns. We have provided links within the program to information on the state's web site, so that users may determine whether or not the mandate applies to them. If it does, the user must manually enter the data online, as the system is web-based. However, the software can be used to prepare printed forms to assist in manually entering the information online.

NY Sales Tax Preparer .....	\$169 <sup>00</sup>
annual renewal.....	\$149 <sup>00</sup>
network upgrade.....	\$50 <sup>00</sup>

**CFS Payroll System** currently supports payroll form e-filing for a number of states that use the file-upload method with no third-party provider requirement. We will offer e-filing for additional state forms—and for Form 941—if and when it is possible to submit those forms using the file-upload method with no third-party provider requirement.

941/940 Payroll System.....	\$119 <sup>00</sup>
annual renewal.....	\$109 <sup>00</sup>
LivePayroll (includes 941/940) .....	\$299 <sup>00</sup>
annual renewal.....	\$289 <sup>00</sup>
Network Upgrade (covers all Payroll System programs) .....	\$125 <sup>00</sup>



## REMINDERS...

### “Per Office” or “Per Firm Name”?

CFS software is sold on a “per office and/or firm name” basis. The license agreement you see when you install our software includes the following provisions under the heading, “2. Use of the Software:”

#### A. SINGLE USER VERSION

If you have purchased a Single User Version license, you may run the Software on one or more computers for one Office operating under one Firm Name, but not on a Local Area Network or by Remote Access.

#### B. NETWORK VERSION

If you have purchased a Network Version license, you may run the Software on one or more computers on a Local Area Network for one Office operating under one Firm Name.

#### C. REMOTE ACCESS

CFS Tax Software, Inc. licenses its software on a per-Office basis. This Agreement does not cover Remote Access. If you wish to run the Software at more than one Office using some form of Remote Access, contact CFS at 1-800-343-1157 for licensing requirements.

What this means is:

If you purchase the SINGLE USER version of a CFS program, you may install it on one or more computers in the same office using the same firm name, but not on a network.

If you purchase the NETWORK version of a program, you may install it on a Local Area Network for one office using the same firm name.

If your firm has more than one office, you must purchase a separate copy of the software for each office.

If your firm shares an office with another firm operating under a different name, each firm must purchase a separate copy of the software.

Call CFS Customer Service for information on our multiple office discount.

### Shipping Policy

Our shipping policy allows customers to choose from the following three options:

1. Receive the initial release of each program on CD and download all updates for **\$7 per order**.
2. Receive the initial release and all significant updates on CD for **\$25 per year**.
3. Download the program and all updates: **no CDs = no shipping charge**.

By choosing option three, you will not only save money on shipping, you will also have immediate access to your software. California customers receive the added benefit of not paying sales tax on programs downloaded from the Internet (see *Sales Tax and Downloads*, next column).

There are some exceptions to the shipping policy. Users of the CD versions of *Fill-N-Print Tax Forms* or *Tax Research* do not have a choice of shipping options, as they must receive several scheduled CD shipments.

Also, due to the large number of updates required, users of *NY Sales Tax Preparer* **must** download all updates from the Internet, and therefore cannot choose option two.

### Don't forget to download and install your software!

Remember—if you requested the “no CD” shipping option (see *Shipping Policy*, above), you will not receive a CD, so don't forget to download and install your purchased CFS software!

Make sure we have your current e-mail address and our e-mails are not being blocked by your spam blocker, so that we can remind you about program releases and updates.

You can also stay informed of releases and updates by periodically checking the “News and Updates” section of our web site at *TaxTools.com*.

### Please keep us posted!

If you have recently made changes to the name, address, or phone number of your firm, we need to know about it. Your firm information needs to be accurate and up-to-date so that you receive our mailings, so that we can notify you of program updates, and so that your license code functions correctly to give you access to the programs you have purchased.

It's easy to update your firm information online. Go to *TaxTools.com* and select **Firm Name/Address/Email Change** from the **MyCFS** menu. You can also fax changes to us at 805-522-0187 or e-mail [custserv2@taxtools.com](mailto:custserv2@taxtools.com). Please be sure to include your customer ID number.

Our policy is to require firm changes in writing, but for simple changes such as updating or correcting a phone number or an e-mail address, or if you have any questions, please call our customer service department at 1-800-343-1157.

### Sales Tax and Downloads

If you are a California resident (or, in some cases, a resident of another state purchasing software at a seminar), when you purchase a program on CD we must collect sales tax because you are receiving a **tangible product** (the CD). When you download a program from the Internet, we do not collect sales tax because there is no **tangible product** involved.

However, because most of our programs come on one Multi-Program CD, you may be charged sales tax on a downloaded program if you purchase a CD, **even if you purchase the CD for a different program at a different time**.

The following rule applies to all CFS software that is sold on the Multi-Program CD (i.e., everything but *Tax Research* and *Fill-N-Print*): if you purchase **any** program on CD, we must charge you sales tax on **every** program you have purchased (or purchase in the future) that is also contained on that CD, **even if you download it**.

# WHAT CAN YOU FIND AT TAXTOOLS COM?

At *TaxTools.com*, you'll find all kinds of useful information, including...

## Technical Support...

Need help? You might find the answer in the **Frequently Asked Questions (FAQ)** section of our **Technical Support** page. If not, you can submit a **Technical Support Request** or get live **Chat Support** from a technician. Under the **Support** menu, click on **Technical Support**.

## Forums...

Looking for an answer to a tax- or software-related question? You may find an answer—or be able to answer someone else's question—in one of our discussion forums. Click on **Forums** on the menu bar.

## Software Updates...

Need to update your CFS software, or just want to make sure you're running the latest version? Under **Quick Links**, click on **Software Updates**. Click on the CFS program you want to update, and you'll be taken to a screen where you can find the latest downloadable update, along with an **Update History**.

## MyCFS...

Your **MyCFS** account allows you to shop securely at our online store **and** gives you secure access to your personal customer information, including: Renewal Notice, Order History, Package Tracking, License Codes, and Vouchers. Select these options and others from the **MyCFS** menu.

## Expected Release Dates...

Want to know when to expect your CD or download your next update? Under the **Support** menu, click on **Release Dates**.

## Show/Seminar Schedule...

Find out where and when CFS will be appearing at tax shows and seminars. Click on **Show Listing** on the menu bar.

## More...

At *TaxTools.com*, you will also find product descriptions, customer comments, instructional videos, news, links, downloadable program demos, and more!

## CFS POLICIES AND DISCLAIMERS

### Return/Refund Policy

Software and tax supplies returns will be accepted no later than 30 days from receipt of item(s). All tax year forms/envelopes must be returned sealed and unused within 30 days of receipt, but no later than December 15th of the same tax year. All refunds will be paid less shipping charges.

Shipping damage must be reported as soon as possible (no more than 14 days).

### Free Shipping

There is no shipping charge or sales tax if you download the program and all updates and do not receive a CD. However, if you later request a CD, CFS is required by law to charge applicable sales tax on the original order.

### Update CD Service

There is a charge of \$25 if you would like the initial release and all major updates on CD. This does not apply to CD versions of Tax Research or Fill-N-Print Tax Forms, and is not available for NY Sales Tax Preparer.

### Multi-Program Network License

You can purchase network upgrades for CFS programs for an additional fee. However if you purchase several CFS programs, you might want to consider our Multi-Program Network License, which upgrades all CFS programs to the network version for an annual price of \$299.00. The Multi-Program Network License is not a stand-alone program—you must buy the single-user programs you wish to upgrade. This offer does not apply to Fill-N-Print.

### Financial Planning Tools 2010

The 2010 program will function through May 31, 2011. To use the program after that date, you must order the 2011 program. The 2010 and 2011 programs may be purchased together for a special discount price of \$550.

### Quick Reference Guide

The content of this program is included in CFS Tax Research. It is also available as a stand-alone program for \$39.00 for first-time users and \$29.00 for renewals.

