



SOFTWARE NEWS

A Newsletter from CFS Tax Software, Inc.

Summer 2010

EARLY RENEWAL INCENTIVES

\$5 Renewal Discount!

For every program you renew by August 31st of this year, a **\$5 renewal discount** will automatically be applied to the same program on next year's spring renewal form.

10% Off First-Time Purchases!

Place your software renewal order by August 31st and take **10% off the first-time purchase of any additional CFS software**. The additional software must also be ordered by August 31st. If there are other CFS programs you have been thinking of trying, such as our new *LivePayroll* program, now is the time!

15% Discount on Supplies!

Order your forms, envelopes and tax return supplies by August 31st and take **15% off** the already low price.

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

Renew Online!

The quickest, easiest way to renew your software and supplies is to do it online. Go to *TaxTools.com* and click on *Renewal Notice* under the *MyCFS* menu.

It's not too late...



...to renew early and save!

ORDER SUPPLIES EARLY AND SAVE!

Order your forms, envelopes, and tax return supplies by August 31st and **take 15% off the regular low price!**

When you buy forms from CFS, you know that they will be compatible with CFS software. And our prices are *significantly* lower than those of our competitors. Our tax return supplies are also competitively priced, and we carry a wide variety of styles and colors.

Order from our supplies catalog, online at *TaxTools.com*, or generate a forms order from within *CFS Payroll System*.

Please check your order!

When you receive a shipment of tax forms or supplies, please open it immediately and check your order. Verify that we sent you the correct items and that there is nothing you forgot to order. Keep in mind that items are sometimes damaged in transit.

Forms and envelopes must be returned sealed and unused within 30 days, but no later than December 15th. Refunds do not include shipping charges.

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

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

"I believe we should all pay our tax bill with a smile. I tried—but they wanted cash."

—Anonymous

WHAT'S INSIDE...

NEW AT CFS...

-  The HIRE Act;
-  2010 E-File Update — *the latest developments in state and federal e-filing.*

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WHAT'S NEW AT



THE HIRE ACT

Under the Hiring Incentives to Restore Employment (HIRE) Act, enacted March 18, 2010, two new tax benefits are available to employers who hire certain previously unemployed workers (“qualified employees”).

The first, referred to as the payroll tax exemption, provides employers with an exemption from the employer’s 6.2 percent share of social security tax on wages paid to qualifying employees, effective for wages paid from March 19, 2010, through December 31, 2010.

In addition, for each qualified employee retained for at least 52 consecutive weeks, businesses will also be eligible for a general business tax credit, referred to as the new hire retention credit, of 6.2 percent of wages paid to the qualified employee over the 52 week period, up to a maximum credit of \$1,000.

In order to take advantage of the exemption, employers are required to get a statement from each eligible new hire that he or she worked fewer than a total of 40 hours during the 60 days before beginning work. Employers can use the new Form W-11 to meet this requirement.

Form W-11 has been added to *CFS TaxTools*, *Small Business Tools*, and *Payroll System*. In addition, the HIRE Act has required changes to Forms 941, W-2, and W-3, contained in *CFS Payroll System*.

If you have one or more of the above CFS programs, make sure that you have updated to the latest version(s) containing the new forms. You can update from within the programs by selecting “Update from the Web” from the “Internet Options” menu, or you can download the updates from *TaxTools.com* and manually install them.

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 ⁰⁰
annual renewal.....	\$99 ⁰⁰
network upgrade.....	\$50 ⁰⁰

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 ⁰⁰
annual renewal.....	\$149 ⁰⁰
network upgrade.....	\$50 ⁰⁰

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

AFTER-SEASON 2-FOR-1 SPECIALS

CFS is currently offering after-tax-season 2-for-1 specials on the following programs:

CFS TaxTools—over 300 tax-planning, retirement, and financial utilities, forms, and flowcharts:

TaxTools '10 & '11	\$189 ⁰⁰
Annual renewal.....	\$159 ⁰⁰
Annual network upgrade ..add	\$150 ⁰⁰

CFS Quick Reference Guide—tables, charts, and other important information, in a powerful searchable format:

Quick Reference Guide '10 & '11.....	\$39 ⁰⁰
Annual renewal.....	\$29 ⁰⁰
Annual network upgradeadd	\$50 ⁰⁰

CFS CA 571 Preparer—prepares and prints California Business and Agricultural Property Statements:

CA 571 Preparer '10 & '11.....	\$99 ⁰⁰
Annual renewal.....	\$79 ⁰⁰
Annual network upgradeadd	\$50 ⁰⁰

CFS MD Personal Property—prepares and prints Maryland Personal Property Returns:

MD Personal Property '10 & '11.....	\$179 ⁰⁰
Annual renewal.....	\$139 ⁰⁰
Annual network upgradeadd	\$50 ⁰⁰

CFS Financial Planning Tools—comprehensive **Financial Planner**, plus over 100 forms, worksheets, flowcharts, and calculators:

Financial Planning Tools '10 & '11.....	\$550 ⁰⁰
Annual renewal.....	\$299 ⁰⁰
Annual network upgrade ..add	\$100 ⁰⁰



REMINDERS...

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*. 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.

