



SOFTWARE NEWS

A Newsletter from CFS Tax Software, Inc.

Spring 2012

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 out a new CFS program, 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 2012* 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. Several 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.

Do You TWEET?



We do! Now you can use *Twitter* or *Facebook* to keep informed of CFS program releases, updates and other news.

Click on the *Twitter* or *Facebook* link at the bottom of any page of our web site, *www.taxtools.com*. Then "Follow" us on *Twitter* or "Like" us on *Facebook* to receive all of the latest news from your favorite tax software company on your favorite social network!

TAX QUOTABLE

"[American tax laws] are constantly changing as our elected representatives seek new ways to ensure that whatever tax advice we receive is incorrect."

—Dave Barry

WHAT'S INSIDE...

NEW AT CFS...

- CFS** Schedule D Changes;
- CFS** E-File Update — *the latest developments in state and federal e-filing.*

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WHAT'S NEW AT



SCHEDULE D CHANGES

As you have probably heard, taxpayers must now report capital gain and loss transactions in detail using the new Form 8949. Totals from Form 8949 are then summarized on a revised version of Schedule D.

Capital gains transactions must be grouped by whether: A) the transaction and basis was reported to the IRS on Form 1099-B, B) the transaction was reported to the IRS on Form 1099-B but the basis was not, or C) neither A nor B. Adjustments can be entered when the basis reported on Form 1099-B is incorrect.

If all of this sounds complicated—well, it is. But don't worry. Our *Schedule D Tools* program can make capital gains tracking and reporting much easier than it sounds.

Schedule D Tools keeps track of a client's cost basis in stocks across multiple portfolios. It generates a fileable Form 8949, as well as a Realized Gains and Losses report to produce the net amounts needed for your tax preparation software. Form 8949 data can be exported to a CSV file, which can then be imported directly into some tax preparation programs.

Schedule D Tools allows data entry throughout the year for high volume traders, generates reports to facilitate mid-year tax planning, and calculates and correctly reports complicated wash sales—even same-day and cross-portfolio wash sales.

A "Data Entry" version of the program can be furnished to your clients so that they can enter their own transactions throughout the year; their data can then be imported into the full version of the program.

Schedule D Tools.....	\$189 ⁰⁰
annual renewal.....	\$149 ⁰⁰
network upgrade.....	\$50 ⁰⁰

There are three methods of e-filing—(1) web-based, (2) file upload by the preparer directly to the taxing agency, and (3) file-upload to a third-party provider who then forwards the file to the taxing agency. CFS can only support the second method.

With web-based e-filing, the process cannot be automated. The user must log in to a website and manually enter the information. With the file-upload by the preparer method, the software can create the file and the preparer can either log in to a website and upload the file or transmit the file directly to the agency's internet portal. CFS can create files in the proper format for e-filing, but the taxing agency must allow for the file to be submitted by the preparer. CFS cannot act as a third-party provider handling customers' e-file data.

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

In 2010, CFS became the first software company certified for the California Board of Equalization's Direct Transmit program.

Our *California Sales Tax Preparer* software allows the user to complete a Sales and Use Tax Return within the program, then transmit the return and payment directly to the BOE with the click of a mouse button.

CA Sales Tax Preparer	\$119 ⁰⁰
annual renewal.....	\$99 ⁰⁰
network upgrade.....	\$50 ⁰⁰

2012 E-FILE UPDATE

New York Sales Tax Preparer

Unfortunately, the New York State Department of Taxation and Finance uses a manual web-entry system, which means we cannot program our software for automatic e-filing. However, *NY Sales Tax Preparer* can be used to prepare printed forms to assist in manually entering information online.

Last year, New York announced that they would begin working with vendors to develop a file-upload system similar to California's sometime this year. We have received no positive news yet, but we are still hoping to be able to develop e-file capability for *NY Sales Tax Preparer* in the future.

In the meantime, we are temporarily discounting the price of *NY Sales Tax Preparer 2013* by 50% until such time as we are able to offer e-file capability.

NY Sales Tax Preparer	\$169⁰⁰	\$84 ⁵⁰
annual renewal.....	\$149⁰⁰	\$74 ⁵⁰
network upgrade.....		\$50 ⁰⁰

*Discount applies to 2013 program only.

CFS Payroll System

CFS Payroll System currently supports payroll form e-filing for a number of states. We will offer e-filing for additional state forms—and for Form 941—if and when it is possible to directly submit those forms using the file-upload method.

941/940 Payroll System.....	\$129 ⁰⁰
annual renewal.....	\$119 ⁰⁰
LivePayroll (includes 941/940)	\$299 ⁰⁰
annual renewal.....	\$289 ⁰⁰
Network Upgrade (covers all Payroll System programs)	\$150 ⁰⁰

SHIPPING



REMINDERS...

Software

Our software is shipped by first class mail. When ordering software, customers may 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. Customers receive the added benefit of not paying sales tax on programs downloaded from the Internet.

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.

Forms and Supplies

Forms and supplies are shipped UPS Ground. Cost depends upon the size of the order and may be higher for shipments to Alaska and Hawaii.

UPS Next Day and 2nd Day shipping options are also available, with cost depending upon shipment weight and destination.

Note:

- UPS can only deliver to a street address, not to a post office box.
- Severe weather may cause a delay in delivery. The UPS package guarantee does not apply when transportation networks are disrupted.

Do you have a MyCFS account?

If so, when was the last time you used it? It's easy to set up a new MyCFS account or update an old one. Go to *TaxTools.com* and click **MyCFS** on the green menu bar. Use your e-mail address and password to log in. If you don't have an account click **Register**. If you can't remember your password, there's a link for that. If you need help, call customer service and we'll give you a hand.

Remember—your MyCFS account is the easiest way to order software and supplies and keep track of your account information, license codes, vouchers, and more!

Don't forget to download and install your software!

Remember—if you requested the “no CD” shipping option, 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 by signing up for our monthly e-newsletter, and by following us on *Facebook* or *Twitter*.

Instructional Videos

We are continually posting new and updated videos on the *Instructional Videos* page of our web site. The site is available from the **Support** menu at *TaxTools.com* or from a link in the Help menu of most CFS programs.

Instructional Videos were designed to take the place of program tutorials, providing assistance with such things as installing and updating CFS software and performing specific tasks in programs. The videos have controls similar to those on a VCR, allowing you to pause, rewind, and fast forward for viewing at your own pace.

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**.

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 *www.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 *customerservice@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.

WHAT CAN YOU FIND AT TAXTOOLS CFS .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 or **Quick Links**, click on **Technical Support**.

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, or click on **MyCFS Account** under **Quick Links**.

Instructional Videos...

We've posted instructional videos to guide you through everything from installing and updating software to performing specific tasks within programs. The videos have controls similar to those on a VCR, allowing you to pause, rewind, and fast forward for viewing at your own pace. Under the **Support** menu, click on **Instructional Videos**.

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 by selecting **Tax Seminars** from the menu bar.

More...

At *TaxTools.com*, you will also find product descriptions, customer comments, important news, helpful 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 \$329.00. 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 2012

The 2012 program will function through May 31, 2013. To use the program after that date, you must order the 2013 program. The 2012 and 2013 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.

