

DRUCKER SCACCETTI



TAX AS A BUSINESS STRATEGY®

March 16, 2020

Dear Drucker & Scaccetti Community:

During these challenging times, we strengthen our commitment to you as we face this crisis together. Extraordinary times require clear communication. In this memo, we share our plans to service you and outline what we need from you.

Tax Season Continues

Effective at 5pm on March 16, 2020, the City of Philadelphia announced non-essential commercial establishments to close.

We have the technology that allows all employees to work from home and flexible workplace protocols already in place to facilitate seamless compliance with this mandate. The quality of our services and client confidentiality remain our priority as we take precautions to protect the health and wellness of our staff and our community. While our response time may be delayed, our clients should see no interruption in the level of service they deserve and expect.

You are being inundated with e-mails and links to public health and other related resources. For this reason, we chose to create **a resource focused only on tax matters** relating to the COVID-19 pandemic.

Our [COVID-19 Tax Resource Center](#) is updated regularly to keep our clients, staff and business partners informed about:

- changes to tax filing and payment deadlines at the federal, state and local levels, and
- measures our firm is taking in response to this crisis.

We encourage you to bookmark this page and reference it frequently for updates

We anticipate guidance from the IRS soon regarding extensions of time to file or pay federal taxes, though early indications are this relief may not apply to all taxpayers. Some states have acted providing these extensions. We will update our COVID-19 Tax Resource Center as more information becomes available.

How Our Clients Can Help

One of our firm's core values is "we are better together." That includes you! Below are a few ways you can help:

- **Expedite the delivery of your outstanding tax information.** If you are missing a few items, please expedite *electronic* delivery of the information you have now.
- To prepare for possible limited access to mail in the coming weeks, **we encourage all clients to send their information electronically.** If you have an existing shared secure folder with us (ShareFile), please utilize this folder to upload your tax documents. If you need a link to upload documents, please email anyone on your engagement team. *To reduce the threat of identity theft, please do not send sensitive tax documents without passwords or without encryption of a secure file share software.*
- To assist our internal accounting team, **we request clients pay for D&S invoices using our [online payment options](#).**

We don't need a crisis for us to pull together in common cause. We are grateful for the creativity, flexibility, and patience that everyone is demonstrating with themselves and each other. It is inspiring and will be critical in the coming days and weeks as we work to take care of our families, clients, and communities while facing a major tax filing deadline.

Remain safe and healthy.

Sincerely,

Jane Scaccetti

