



Dear Taxpayer:

In an effort to save the cost of printing and mailing a tax package the corporation may not need, we are sending this postcard instead. If the corporation needs a package, see **How To Get a Tax Package or Other Forms and Instructions** below.

Please give the person who prepares the corporation's return the label on the other side so it can be used on the return. Correct any errors on the label. Make sure the preparer has all the corporation's income and expense records so he or she can fill in the return correctly.

Charles O. Rossol

Charles O. Rossotti Commissioner of Internal Revenue



▲ DETACH HERE ▲

How To Get a Tax Package or Other Forms and Instructions

If the corporation needs a Form 1120S tax package, you can order it from the IRS's Internet Web Site. Connect to **www.irs.gov**, select the **Forms and Pubs** option, and follow the directions for ordering a Form 1120S tax package. You also may order it using the business reply mail postcard above. Just detach the postcard and mail it as soon as possible. No postage is required. If the corporation's address on the back of that postcard is not correct, please make the necessary changes. Cross out the bar codes and incorrect information using dark ink.

To get other forms and instructions, connect to **www.irs.gov** or call 1-800-TAX-FORM (1-800-829-3676).



Internal Revenue Service P.O. Box 1600 Rancho Cordova, CA 95741-9805

Official Business

Penalty for Private Use, \$300

Bulk Rate Postage and Fees Paid Internal Revenue Service Permit No. G-48

Important Tax Information Enclosed Do Not Throw Away!

Keep This Preaddressed Peel-Off Label With the Corporation's Tax Records. Give the label to the preparer of the corporation's return. It should be placed in the address area of Form 1120S. Make any necessary corrections on the label.