



ATHERTON

& ASSOCIATES, LLP

Tax • Assurance • Consulting

Statement Concerning COVID-19

Dear Valued Clients,

With the most recent orders that came out on March 19th, 2020 from the Governor of California to stay at home and avoid nonessential social contact, we wanted to reach out to you.

Atherton & Associates is keenly aware of the potential impact of the coronavirus (COVID-19). We are taking steps to provide for the continuity of our client services and the safety of our employees and clients as we navigate through the uncertainty of the outbreak.

We are staying current on the latest developments. The actions we are taking include monitoring resources such as the Centers for Disease Control and Prevention (CDC); the World Health Organization; the Occupational Safety and Health Administration (OSHA) and our local public health department.

As you know, this is one of the busiest times of the year for accounting firms with tax filings and financial statement regulatory deadlines. The U.S. Treasury Secretary recently issued guidance regarding the filing of 2019 income tax returns. The majority of tax filing due dates and returns have been extended to July 15, 2020. For federal income tax purposes, any liability owed on your extended tax return and the 1st quarterly estimate for 2020 has also been extended to July 15, 2020. The 2nd federal estimated income tax payment for 2020 has not been extended and is still due on June 15, 2020. For California purposes, any liability owed on your extended tax return and the 1st and 2nd quarterly estimates for 2020 have been extended to July 15, 2020. This may be a much needed relief for many of our clients in these uncertain times.

We are committed to maintaining the quality and timeliness of our services to you. With that in mind, if you have yet to submit your information for 2019, we prefer you to email, upload to the portal, or mail it to us if possible. If that is not possible, we will have the ability for you to drop off your information between the hours of 8-5, Monday through Friday. You may also hold on to it until further notice.

The partners and various personnel will be available to answer any questions. Please contact the firm via email or phone and we will get back to you as soon as possible. We appreciate your flexibility and support during this time, and our thoughts remain with everyone affected by the COVID-19 crisis.

Regards,

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