



## ***New Year's Greetings To All Our S Corporation Clients!***

- S Corporation Tax Return **Due Date** - Monday, **March 16, 2026**
- If you go on **Extension**, filing deadline is - Tuesday, **September 15, 2026**
- Tax Returns will be prepared on a ***First Come, First Served*** basis, assuming all data has been received

**WE WILL BEGIN WORK ON YOUR TAX RETURN WHEN WE HAVE ALL OF THE FOLLOWING COMPLETED AND RETURNED TO US:**

- ***Client Information Review Sheet*** – Please review and correct as needed  
**Please choose your Client Copy Format & Sign**
- ***Tax Preparation Questionnaire*** – Please review and respond, providing any requested documentation
- ***Future Depreciation Report*** – See *Questionnaire*, #11
- ***2025 Form W-3 & Officer Form(s) W-2***
- ***Clean Financial Statements*** or access to the ***QuickBooks*** file that is ready for tax preparation
- ***Home Office Worksheet*** – if applicable

**PLEASE NOTE: *To increase our efficiency and lower your cost, please deliver all your requested data at one time AND respond quickly to our questions and data requests.***

***~ We look forward to working with you. Please let us know of any questions ~***

Peter Lake, CPA  
Lisa Huggenvik

Renee Butz, CPA  
Michael Butz      Dayna Jessen

Carly Christophersen, CPA  
Karol Lake

**Vashon Island**

PO Box 1935  
10007 SW Bank Road  
Vashon, WA 98070-1935

206 463-9944 office  
206 686-5004 fax  
www.islandcpas.com

**San Juan Island**

425 Caines Street  
Suite A  
Friday Harbor, WA 98250

360 378-2496 office  
360 378-2662 fax  
www.islandcpas.com