

# STROPE'S

ACCOUNTING SERVICE

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Mount Pleasant, WI 53406  
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Happy New Year to our clients!

We are navigating many changes this year and always aim to make each season more efficient than the year before. In that effort, we encourage all our returning clients to read this thoroughly.

Enclosed with this letter is an info sheet on the biggest changes for 2025's tax filings. We anticipate that most of our clients will have many questions regarding these changes. It's our hope to provide the information needed to ensure all our clients feel well informed and well prepared. On the reverse side of our update you will find our tax document checklist that is also updated for 2025.

On the reverse side of this letter, we've included all the general questions that we ask all clients each year. We will ask these questions in-person, by phone, or by email. However, we recognize that some clients may prefer to complete this at their leisure or convenience and include with their tax documents. We welcome you to review and complete prior to dropping off or uploading your information.

In addition to the checklist, we encourage clients to review their tax documents from the year prior, as well as any email or text communication with our office. This is always the best indicator of what documents we anticipate needing this year.

Fun Fact: We love it when clients include notes! This is incredibly helpful to us.

Feel free to leave us notes about any changes throughout the year, identifying tax documents that are new or discontinued, or any other information you think may be useful or important.

If you prefer to meet with Ryan, please call as soon as possible to schedule an appointment.  
***These openings fill up very quickly!***

If you have previously sent us your tax documents electronically and already have a Canopy account with us, you can access that same account to upload again this season.

If you've never uploaded electronically but would like to, please email Alyssa to set up access to our secure portal for document sharing [Alyssa@StropesAccounting.com](mailto:Alyssa@StropesAccounting.com)

For your security, we strongly encourage clients not to send tax documents via email!

If you prefer to drop off your documents outside of office hours, feel free to use our secure drop box located right outside our office door. Please include your name and phone number.

**We need to receive your tax documents no later than March 15<sup>th</sup> to guarantee filing by the April 15<sup>th</sup> deadline for all returning clients**



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Tax Season Office Hours  
Monday February 2nd through Tuesday April 15<sup>th</sup>  
Mon – Thur 9am – 7pm | Fri 9am – 5pm | Sat 10am – 3pm