



WAYS TO SUBMIT YOUR BUSINESS TAX DOCUMENTS TO US

Williams Global is a fully online and remote tax service with clients in most of the 50 states. We ask that you send us your tax documents one of three (3) secure ways:

1. By Email (to: info@williams-global.com)
2. By Text (to: bwilliams@pfo.biz)
3. Snail Mail (using the US Post Office or a commercial carrier).

[You can also request a FREE Postage Paid Envelope from us, to use to send us your documents]

Document Format: When sending your tax documents, we accept multiple formats (i.e., PDF, GIF, JPG). Or, simply take a picture of each document using your cell phone and text them to us.

What to Send:

- Side Business Form (if you have a side business)
- 1099 Forms
- Other qualified business tax documents
- New Clients: Please send your Previous Year Tax Return

****** Do not send receipts, unless we request them from you! ******

Some of our local clients would prefer a more face-to-face service, but we are unable to accommodate those request. We are sure you will appreciate the simplicity of our service once you give it a try.

