



Department
of the
Treasury

Tax Professionals Guide To 2002 Federal Tax Products

Internal
Revenue
Service



Try IRS *e-file*. Visit www.irs.gov



TAX PROFESSIONALS GUIDE TO FEDERAL TAX PRODUCTS

Get forms and other information faster and easier by:
Internet • www.irs.gov or FTP • [ftp.irs.gov](ftp://ftp.irs.gov)
FAX • 703-368-9694 (from your fax machine)

HELP YOUR CLIENTS JOIN THE **47** MILLION AMERICANS WHO USE



IRS e-file offers accurate, safe and fast alternatives to filing on paper. There is no better way to file your client's tax returns. In Filing Season 2002, over 33 million taxpayers chose a tax practitioner to *e-file* their returns – an increase of 15% from the previous year. A commonly reported barrier, not having a variety of forms available for *e-filing*, has been further addressed. January 2003, over thirty additional forms have been added, and **all** Authorized IRS *e-file* Providers will be able to file their clients' Forms 940 and 941 electronically. Ask your software developer/provider about enabling your tax software program to take advantage of IRS *e-file* for your business clients. Also, Form 1065 *e-file* is now available!

Tap Into a Growing Market and become an Authorized IRS *e-file* Provider. To participate, you'll need an "IRS *e-file* Application Package," Publication 3112. Applications to become new Authorized IRS *e-file* Providers may be submitted each year beginning August 1 through May 31. For assistance or questions with the application process you may call toll-free, 1-800-691-1894.

IRS e-file is a valuable addition to your client services:

Improved Accuracy - IRS *e-file* software alerts you to errors and allows you to correct them before the return is filed. Filing an accurate return decreases the chances of your clients receiving error notices.

Faster Refunds/Proof of Filing - With IRS *e-file*, your clients receive their refunds in half the time it normally takes to receive a paper check - even faster and safer with Direct Deposit - in as few as 10 days. And within 48 hours of filing, the IRS delivers proof to you that your clients' returns are accepted including electronic payment in the case of balance due returns!

Expanded Electronic Payment Options - Your clients can *e-file* and *e-pay* in a single step, reducing the chances of errors and assuring them of on-time receipt of the paid return. Electronic funds withdrawal payments from a checking or savings account are free and can be scheduled for a future date, up to and including April 15, 2003. If they prefer, your clients also have an option to pay their income tax by major credit card. IRS will not have access to bank account or credit card information. Transmitting the return and the payment authorization together has proven to virtually eliminate erroneous delinquent returns.

Extensions by Phone - Calling 1-888-796-1074 can get your clients a 4-month extension request with or without a balance due payment. The system is available February 13, 2003, through April 15, 2003.

One-Stop Filing - Federal/State *e-file* offers the convenience and economy of filing both returns together.

Additional reasons for you to consider IRS e-file:

Reduced Handling Costs - Cost and paper handling will be reduced for you and your staff. Clients can electronically sign their *e-filed* returns using a self-selected Personal Identification Number (PIN). The PIN is a five-digit number taxpayers create to sign their tax returns. We have **NOW** Expanded Electronic Signatures! IRS *e-file* has expanded the Practitioner PIN to **all** Authorized IRS *e-file* Providers. Having these two electronic signature options eliminates the need to send signature documents to the IRS. No more envelopes to address, certified mail expense or last minute trips to the post office.

Improved Marketing Campaign - IRS has a national *e-file* marketing campaign and provides you with a free Marketing Tool Kit. These tools are intended to help promote and increase your *e-file* business.

Delete the Paperwork, Hit SEND - Millions of you already prepare tax returns using computer software. It is just a matter of pressing the send button instead of the print button.

What if I Have Questions? - More information can be found on our web site at www.irs.gov.



Electronic Federal Tax Payment System (EFTPS) offers another way to pay your Federal taxes all year round, regardless of how you file your tax returns. It's free and available to all business and individual taxpayers. In fact, it's also recommended for estimated tax payments (Form 1040-ES) and installment agreement payments. For details on how to enroll, visit www.EFTPS.gov or call EFTPS Customer Service at 1-800-555-4477 or 1-800-945-8400.

Message to Tax Professionals

As a member of the tax professional community, you play a key role in America's tax administration system. The IRS appreciates your continued interest and support as it continues its modernization process to better serve you by increasing services, reducing taxpayer burden, and insuring fairness in the tax system.

The following are some of the initiatives undertaken by the IRS to assist you in preparing accurate tax returns, interacting electronically with the IRS, and resolving post-filing problems and frequently disputed or burdensome tax issues.

- Expanding customer service by dedicating 400 new local telephone numbers for taxpayers or practitioners to schedule appointments with the IRS, and hiring more Tax Resolution Representatives to assist taxpayers in the filing season.
- Improving the time it takes to issue tax refunds by expanding electronic filing, which takes less than 3 weeks, and even less when direct deposit is chosen.
- Making it more convenient to pay your taxes - you will be able to file electronically and pay with a credit card, all in a single step.
- Reducing paperwork to ease the burden on small businesses that file corporate tax returns, a significant cost-saving move.
- Suspending the requirement for employers to file Schedule F (Form 5500), Fringe Benefit Plan Annual Information Return.
- Making IRS letters and notices easier to understand by being more specific and improving the instructions.

The suggestions you have made throughout the IRS modernization efforts have been appreciated. Please continue to offer your suggestions for improvements. To keep up to date on modernization information, visit the IRS Internet Web Site at www.irs.gov where you will find a wealth of information for the tax professional.

PREPARERS

“WHERE TO FILE 2002 TAXES” (FOR FORM 1040)

IF your client lives in . . .

and you are filing your client's return AND ARE NOT ENCLOSING A PAYMENT , then use this address...	and you are filing your client's return AND ARE ENCLOSING A PAYMENT , then use this address**...
--------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------

(Note: the first line of the address should be: Internal Revenue Service Center)

Florida, Georgia, Mississippi,
North Carolina, South Carolina,
West Virginia

Atlanta, GA
39901-0002

P.O. Box 105093
Atlanta, GA 30348-5093

New York (New York City, and
counties of Nassau, Rockland,
Suffolk, and Westchester

Holtsville, NY
00501-0002

P.O. Box 1187
Newark, NJ 07101-1187

Massachusetts, Michigan,
Rhode Island,

Andover, MA
05501-0002

P.O. Box 37002
Hartford, CT 06176-0002

Maine, New Hampshire, New York,
(all other counties), Vermont

Andover, MA
05501-0002

P.O. Box 1214
Charlotte, NC 28201-1214

Illinois, Indiana, Iowa, Kansas,
Minnesota, Missouri, Nebraska,
North Dakota, South Dakota,
Utah, Wisconsin

Kansas City, MO
64999-0002

P.O. Box 970011
St. Louis, MO 63197-0011

Connecticut, Delaware,
District of Columbia, Maryland,
New Jersey Pennsylvania,

Philadelphia, PA
19255-0002

P.O. Box 80101
Cincinnati, OH 45280-0001

Colorado, Kentucky, Louisiana,
Montana, New Mexico, Oklahoma,
Texas, Wyoming

Austin, TX
73301-0002

P.O. Box 660308
Dallas, TX 75266-0308

Alaska, California,
Hawaii, Nevada, Oregon

Fresno, CA
93888-0002

P.O. Box 7704
San Francisco, CA 94120-7704

Arizona, Idaho, Washington

Fresno, CA
93888-0002

P.O. Box 60840
Los Angeles, CA 90060-0840

Alabama, Arkansas, Ohio,
Tennessee, Virginia

Memphis, TN
37501-0002

P.O. Box 105017
Atlanta, GA 30348-5017

All APO and FPO addresses, American Samoa, nonpermanent residents of Guam or the Virgin Islands*, Puerto Rico (*or if excluding foreign income under section 933*), a foreign country: U.S. citizens and those filing Form 2555, 2555-EZ, or 4563

Philadelphia, PA
19255-0215

P.O. Box 80111
Cincinnati, OH 45280-0011

* Permanent residents of Guam should use: Department of Revenue and Taxation, Government of Guam, P.O. Box 23607, GMF, GU 96921; permanent residents of the Virgin Islands should use: V.I. Bureau of Internal Revenue, 9601 Estate Thomas, Charlotte Amalie, St. Thomas, VI 00802

**The addresses listed in this column are different from the addresses listed on the back of the tax booklets. You must use the addresses in this column if you are a preparer

Note for Form 1040A and 1040EZ returns:

- If you are filing a client's **Form 1040A** or **1040EZ** and **are enclosing a payment**, you will also use the addresses shown in the last column above.
- If you are filing a client's **Form 1040A** and **are not enclosing a payment**, you will use the addresses shown in the middle column except the +4 ZIP code extension will be -0015 instead of -0002 (the Philadelphia +4 ZIP code extension remains -0215).
- If you are filing a client's **Form 1040EZ** and **are not enclosing a payment**, you will use the addresses shown in the middle column except the +4 ZIP code extension will be -0014 instead of -0002 (the Philadelphia +4 ZIP code extension remains -0215).

Introduction

“Providing America’s taxpayers top quality service by helping them understand and meet their tax responsibilities...”

—from the IRS Mission Statement

In recognizing the important role tax professionals play in the federal tax system and the Service’s ability to accomplish its mission, each filing season the IRS offers various products to assist our partners in serving their clients. This guide identifies the tax materials available to tax professionals for the upcoming filing season and how, when, and where they can be acquired. It also covers employer forms, prior year products, and how to obtain free and for sale products and electronic information.

Reference Products — Forms, Publications, and Instructions

The Service’s home page at **www.irs.gov** is the most comprehensive source of current year tax forms, publications, and instructions. The products below are electronic and paper sources of compiled forms, instructions, and publications that can be ordered using information in this publication.

Publication 1796,

Federal Tax Products on CD-ROM
(see page 11)

2 releases — **\$22.00** (plus \$5.00 handling fee)

Publication 1132,

*Reproducible Federal Tax Forms
and Instructions* (see page 9)

2 volume set — **\$54.00**

Publication 1194,

Taxpayer Information Publications (see page 9)

2 volume set — **\$61.00**

Publication 1194B,

Business Taxpayer Information Publications
(see page 9)

2 volume set — **\$63.00**

Package X,

*Reference Copies of Federal Tax Forms
and Instructions* (see page 7)

2 volume set — **NO charge**

Tax Guides — Individual and Business

The Service publishes various tax guides to assist America’s taxpayers in understanding and meeting their tax responsibilities. The two most frequently requested guides listed below can be ordered from the Superintendent of Documents, U.S. Government Printing Office at **http://bookstore.gpo.gov/irs** or by using the enclosed order blank.

Publication 17,

Your Federal Income Tax (see page 9)
single copy — **\$25.00**

Publication 334,

Tax Guide for Small Business (see page 9)
single copy — **\$8.00**

Product and Filing Season Information

The Service is changing to meet the demands of our changing economy. This section highlights some of the tools used to communicate product and filing season information to our partners in the tax professional community.

Visit the Tax Professional Page on **irs.gov**

Visit the Tax Professionals page on the IRS Digital Daily at **www.irs.gov** for the latest news of interest to tax professionals. Just click on “Tax Professionals” under “Contents” on the left-hand side of the **irs.gov** home page. There you’ll find:

- Information on income tax issues, state laws, court opinions, and links to related government sites;
- Drafts of most major tax forms before they are officially released;
- The latest information and tools for veteran and newly authorized IRS *e-file* providers;
- Announcements about upcoming events of interest to tax professionals; and
- All the latest on services available to help you assist your clients.

Forms and Instructions (Package X)

Tax professionals interested in a compilation of the most frequently requested business and individual forms and instructions can order Package X electronically at **www.irs.gov/bus_info/tax_pro/tprax**. (Only *current* participants can use this method by using their account number shown on the mailing label of Publication 1045.)

If you are a new participant in the program, you must submit a paper **Form 3975, Tax Professionals Annual Mailing List Application and Order Blank**, to the nearest IRS Area Distribution Center as listed on the form. Form 3975 can be found in this publication or downloaded at **www.irs.gov**. Package X recipients who **do not** submit (either electronically or via mail) a Form 3975 will be removed from the Program and will no longer receive Package X. Form 3975 should be submitted by only one representative for each firm.

Small Business CD-ROM

The Small Business Resource Guide 2002, **Publication 3207** is a one-stop tax information and management tool for self-employed entrepreneurs and small business owners. The CD-ROM can be run on practically any desktop or laptop computer. This year the CD-ROM features a full-text search engine and a feedback mechanism to rate the product and email comments.

The CD-ROM contains comprehensive information organized around the life cycle of a business. It includes how to prepare a business plan, financing and valuable business information from a variety of government agencies, non-profit organizations and educational institutions.

Order up to five copies free on-line by accessing www.irs.gov/smallbiz or call **1-800-829-3676**.

Virtual Small Business Workshop CD-ROM

The Virtual Small Business Workshop CD ROM, **Publication 3700**, was designed as an alternative to face-to-face workshops for self-employed, small business owners and start-up businesses.

It features experienced Internal Revenue Service instructors discussing six general business topics. In addition, there is a question and answer session after each presentation. The CD-ROM incorporates audio, video, Power Point presentations and contains a feedback mechanism to email comments.

Order a free copy by accessing www.irs.gov/smallbiz or call **1-800-829-3676**.

Free Promotional Materials and EITC Guidelines

Find out the latest on the Earned Income Tax Credit. Order your free 2003 EITC Tax Professional Guide (for use in preparing tax year 2002 returns). You will obtain useful information on due diligence requirements, the major changes to the EITC tax law for tax year 2002, answers to frequently asked questions, and more. Also inside the guide, you will find out how to order free EITC promotional materials such as posters and brochures to display in your office or provide to your clients. Call 1-800-829-3676 and ask for **Publication 3107**, EITC Tax Professional Guide. Or you may download the guide at www.irs.gov. At the IRS, we are committed to providing you with the tools you need to prepare accurate and complete EITC tax returns for your clients.

Employer Tax Forms — Withholding and Reporting

The Service provides tax professionals unlimited quantities of employer tax materials. These products, which include Forms W-2, W-3, 1096, 1099 series, etc., can be ordered by calling **1-800-829-3676** or by mail using **Form 7018-A, Employer's Order Blank for 2003 Forms**. Form 7018-A will be included in Volume 1 of Package X or can be downloaded at www.irs.gov.

Package X Availability

If we receive your order for Package X by November 1, 2002, you will receive Volume 1 in December and Volume 2 in January. All orders received after November 1, 2002, will be processed on a weekly basis. Volume 1 weekly shipments are scheduled to start on November 26, 2002, and Volume 2, on December 30, 2002. **These dates may change due to late tax law changes.** Please allow approximately 7 to 10 days for delivery based on the date your order is received.

Who Do You Call — For Product Service and Support

Package X 1-800-829-3676

Ask for the tax professional's gate.

To help us assist you better, current participants, please have your account number ready. Your account number appears above your name on the address label on the back of this publication.

Electronic Products 703-487-4608

For technical support with Publication 1796, the IRS Internet sites, or TaxFax Services.

For GPO Sale Products 202-512-1800

For assistance with Publications 17, 334, 1132, 1194, 1194B, or other products ordered from the Superintendent of Documents.

For Ordering Products On-Line

IRS On-Line Ordering (Package X):
www.irs.gov/bus_info/tax_pro/tprax

NTIS On-Line Ordering (Publication 1796):
www.irs.gov/cdorders

GPO On-Line Ordering (Other Tax Products):
<http://bookstore.gpo.gov/irs>



To expedite delivery, please transmit or mail your order (Form 3975) within ten (10) working days of receipt of this form.



Current participants can submit order (Form 3975) on-line at www.irs.gov/bus_info/tax_pro/ptrax

Section A—Address and Account Number

First time participant, skip to Section B.

Current participant, attach peel-off label (from back cover) here or indicate your account number. Make corrections in Section D only.

Account Number

Section B—Daytime Telephone Number

This will help us to get in touch with you if we have questions about your order.

-

Section C—Number of Tax Professionals in your firm.

Section D—Complete this section if name and address are different from the mailing label, or you are a New Applicant. Please indicate your postal mailing address.

First name

Last name

Firm/Company

Apt. or Suite #

Street address

City or town

State or Province ZIP code (left justified)

Foreign Country

Foreign Zip Code

Section E—Job Code Check appropriate category that best describes your principal occupation or business. (Check ONLY ONE.)

- 1 Association 3 Banker 5 Accountant 7 Preparer of tax returns 9 Other
2 Attorney 4 CPA 6 Enrolled agent 8 Electronic filer "only"

Section F— Request for Package X, Volumes 1 and 2

Limit: 1 copy per Tax Professional in firm/company.

TO ORDER: Indicate the quantity needed in the box provided. If ordering more than 20 copies, please order in increments of 5.



Mail your Form 3975 to the nearest IRS Area Distribution Center

Western part of the U.S.	Western Area Distribution Center Rancho Cordova, CA 95743-0001
Central part of the U.S.	Central Area Distribution Center P.O. Box 8909 Bloomington, IL 61702-8909
Eastern part of the U.S. and foreign addresses:	Eastern Area Distribution Center P.O. Box 27322 Richmond, VA 23261-7322

Catalog Number	Package X	Title	Quantity
102321	Volume 1	Reference Copies of Federal Tax Forms and Instructions	
63514Z	Volume 2		

Responsibilities of Return Preparers

The importance of the role of income tax preparers is recognized in the Internal Revenue Code, which contains provisions that regulate conduct. These provisions include civil tax penalties that can be imposed on return preparers who:

1. Fail to meet disclosure requirements and certain administrative actions,
2. Engage in certain prohibited practices, or
3. Understate a taxpayer's tax liability on any return or claim for refund.

For more information, see **Pub. 947**, *Practice Before the IRS and Power of Attorney*; **Circular 230**, *Regulations Governing the Practice of Attorneys, Certified Public Accountants, Enrolled Agents, Enrolled Actuaries, and Appraisers before the IRS*; IRS Notice 90-20, 1990-1 C.B. 328; Rev. Proc. 95-95, 1995-2 C.B. 457, IRS Sections 6060, 6109, 6662, 6694, 6695, and 7216; and related income tax regulations.

Privacy Act and Paperwork Reduction Act Notice. — The Privacy Act and the Paperwork Reduction Act require that when we ask you for information, we must first tell you our legal right to ask for the information, why we are asking for it, and how it will be used. We must tell you what could happen if we do not receive it and whether your response is voluntary, required to obtain a benefit, or mandatory under the law.

As a member of the Tax Professional's Program, your response is voluntary to obtain a benefit: the tax items and tax information offered via this distribution program. If you do not submit the requested information, we may not honor your application to maintain your participation in the Tax Professional's Program.

You are not required to provide information requested on a form that is subject to the Paperwork Reduction Act **unless** the form displays a valid OMB control number.

Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by Internal Revenue Code section 6103.

The time needed to complete Form 3975 will vary depending on individual circumstances. The estimated average time is 3 minutes.

If you have comments concerning the accuracy of this time estimate or suggestions for making this form simpler, we would be happy to hear from you. You can write to:

Tax Forms Committee
Western Area Distribution Center
Rancho Cordova, CA 95743-0001

DO NOT send order blanks to this address. See the front of this form, Form 3332, and the NTIS order form for specific mailing addresses.

Customer Name _____
 Company _____
 Attention _____
 Street Address _____
 City, State, Zip _____
 Foreign City _____
 Country _____

SHIP TO: (If other than address at left.)

Day Phone () _____ E-Mail _____ Customer purchase order (optional) _____

Section I

QTY	Stock Number	2002 IRS Tax Form or Publication Number	Price Each	Total Price
	048-202-00023-3	Publication 17	\$25.00	
	048-202-00024-1	Publication 334	8.00	
	048-202-00025-0	Publication 583	4.00	
	648-202-00001-6	Publication 1132	54.00	
	648-202-00002-4	Publication 1194	61.00	
	648-202-00003-2	Publication 1194 B	63.00	
	648-202-00004-1	Publication 1796 CD-ROM	27.00*	

Total for Section I

* Save \$5 when you order the Federal Tax Forms CD-ROM (Pub. 1796) via the Web. Go to bookstore.gpo.gov/lirs and pay only \$22 for your CD. Low price includes regular shipping and handling.

Section II (Forms sold in packages of 100 only)

Number of packages	Stock Number	2002 IRS Tax Form Number	Price per 100	Total Price
	048-202-00001-2	F-1040	\$24.00	
	048-202-00002-1	F-1040 Schedule A & B	27.00	
	048-202-00003-9	F-1040 Schedule C	27.00	
	048-202-00004-7	F-1040 Schedule D	27.00	
	048-202-00005-5	F-1040 Schedule E	27.00	
	048-202-00006-3	F-1040 Schedule EIC	27.00	
	048-202-00007-1	F-1040 Schedule F	27.00	
	048-202-00008-0	F-1040 Schedule SE	27.00	
	048-202-00009-8	F-1040 A	25.00	
	048-202-00010-1	F-1040 ES (OTC)	63.00	
	048-202-00011-0	F-1040 EZ	25.00	

Total for Section II

All prices include regular domestic shipping and handling.

Check method of payment:

- Check payable to Superintendent of Documents
 SOD Deposit Account -
 VISA MasterCard Discover/NOVUS American Express

(expiration date)

(Authorizing signature)

7/02

**Charge your order.
It's easy!**



*Thank you for your order!
Please do not send this order form to IRS.*

Total for Section I	\$
Total for Section II	
Subtotal	
International orders add 40%	
Total cost of order	\$

Toll Free: 866 512-1800
DC Area: 202 512-1800
Fax orders: 202 512-2250
Online orders: <http://bookstore.gpo.gov/lirs>
Mail orders: Superintendent of Documents
 PO Box 371954
 Pittsburgh PA 15250-7954

Ordering Federal Tax Forms and Official IRS Publications from the Superintendent of Documents

High usage IRS Federal tax forms and official publications are available for sale from the Superintendent of Documents, U.S. Government Printing Office. To order, use the appropriate Superintendent of Documents Order Form (Form 3332). Orders, including payment, should be mailed to:

Superintendent of Documents
PO Box 371954
Pittsburgh PA 15250-7954

Payment may be made by check or money order payable to Superintendent of Documents, or by VISA, MasterCard, Discover/NOVUS, American Express or SOD Deposit Account.

Orders by VISA, MasterCard, Discover/NOVUS, American Express or SOD Deposit Account may also be made by phone toll free 866 512-1800, DC Area 202 512-1800, by fax 202 512-2250, and online at <<http://bookstore.gpo.gov/irs>>. Federal Express delivery available for phone orders only after February 1, 2003.

U.S. Government Bookstores, located across the country, also accept orders. Check local phone listings for the location of the bookstore nearest to you.

Special offer! Save \$5 when you order the *Federal Tax Forms CD-ROM (Pub. 1796)* via the Web. Go to bookstore.gpo.gov/irs and pay only \$22 for your CD-ROM. Low price includes regular shipping and handling.

Forms

High usage Federal tax forms are sold in packages of 100 only.

Publications

- | | |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Publication 17 | Your Federal Income Tax (For Individuals) can help you prepare your tax return by taking you through each part of the tax return. |
| Publication 334 | Tax Guide for Small Business for Individuals Who Use Schedule C or C-EZ in doing their returns. |
| Publication 583 | Starting a Business and Keeping Tax Records explains information for business taxpayers. |
| Publication 1132 | Reproducible Federal Tax Forms and Instructions contains frequently requested forms, instructions, tax tables and other important tax materials. Printed on high quality paper and punched to fit a three-ring binder. |
| Publication 1194 | Taxpayer Information Publications contains IRS publications most frequently requested by individuals. |
| Publication 1194 B | Business Taxpayer Information Publications contains IRS publications most frequently requested by businesses. |

International Orders

A 40 percent surcharge of the domestic price is added on all items shipped to a foreign address. International orders must be accompanied by payment in U.S. dollars, either in the form of a check drawn on a bank located in the U.S. or Canada, as a UNESCO coupon, or International Postal Money Order payable to Superintendent of Documents.

2002 IRS FEDERAL TAX PRODUCTS CD-ROM

Order Online at www.irs.gov/cdorders

U.S. DEPARTMENT OF COMMERCE
TECHNOLOGY ADMINISTRATION
NATIONAL TECHNICAL INFORMATION SERVICE

PUB 1796 ORDER FORM

NTIS

NTIS Web Site — <http://www.ntis.gov>

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ATTENTION/NAME		
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STREET ADDRESS		
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PROVINCE / TERRITORY	INTERNATIONAL POSTAL CODE	
COUNTRY		
PHONE NUMBER ()	FAX NUMBER ()	
CONTACT NAME	INTERNET E-MAIL ADDRESS	

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NOTE: This annual subscription product is charged as orders are placed. The CD-ROM will be shipped as soon as it is available.

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ORDER BY MAIL PREPAYMENT REQUIRED.

National Technical Information Service
5285 Port Royal Road
Springfield, VA 22161
Make checks payable to: NTIS

ORDER BY FAX

24 hours/7 days a week: (703) 605-6900
To verify receipt of fax call: (703) 605-6090
7:00 a.m. – 5:00 p.m. Eastern Time, M – F.

ORDER BY PHONE

8:00 a.m. - 6:00 p.m. Eastern Time, M – F.
Sales Desk: 1-877-CDFORMS (1-877-233-6767)
TDD: (703) 487-4639 (8:30 a.m. - 5 p.m.)

SATISFACTION GUARANTEED – NTIS strives to provide quality products, reliable service, and fast delivery. Please contact us for a replacement within 30 days if the item you receive is defective or if we have made an error in filling your order.

E-mail: info@ntis.gov

Phone: 1-888-584-8332 or (703)605-6050

METHOD OF PAYMENT (please print or type)

VISA MasterCard American Express Discover

CREDIT CARD NUMBER	EXPIRATION DATE
CARDHOLDER'S NAME	

NTIS Deposit Account Number:

Check / Money Order enclosed for \$ (PAYABLE TO NTIS IN U.S. DOLLARS)

TECHNICAL SPECIFICATIONS: Format: Datafile-CD-ROM. The datafile is on one disk. The 2002 Federal Tax Products CD-ROM can be used with Windows 95, 98, ME, NT, 2000, XP (Pentium class processors) and Macintosh systems (Power Mac, Apple System Software version 8.6 or later) and requires 32 MB RAM and 115 MB of available hard disk space. Software is provided to view, search, and fill-in forms. Some forms on the CD-ROM are intended as information only and may not be submitted as an official IRS form (e.g., Forms 1099, W-2, and W-3). Additionally, this CD-ROM does not support electronic filing.

PRODUCT SELECTION (please print or type)

PRODUCT NAME	NTIS PRODUCT NUMBER	UNIT PRICE	QUANTITY CD-ROM	TOTAL PRICE
IRS 2002 Federal Tax Products CD-ROM	IRS 2002 Pub 1796	\$22		\$
TOTAL				\$
HANDLING FEE PER TOTAL ORDER				\$ 5.00
OUTSIDE NORTH AMERICA \$10				
GRAND TOTAL				\$



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www.irs.gov/cdorders

TOTAL		\$
HANDLING FEE PER TOTAL ORDER		\$ 5.00
OUTSIDE NORTH AMERICA \$10		
GRAND TOTAL		\$

Thank you for your order!

Internal Revenue Service

WADC-9999

Rancho Cordova, CA. 95743-9999

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Internal Revenue Service

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