

Internal Revenue Service

Department of the Treasury
271 W. Third Street N.
Wichita, KS 67202

Date: March 24, 2004

Taxpayer Name:

Taxpayer Identification Number:

Form Number:

1040

Tax Period(s):

12/31/2001

Person to Contact:

John D. Nguyen

Employee Identification Number:

48-00253

Contact Telephone Number:

(316) 352-7349

Fax:

(316) 352-7255

Wichita, KS

Dear Mr. [REDACTED]

Our records indicate that you have not filed a Federal Income Tax Return for the above year. This year has been assigned to me for consideration. As an examiner, I am responsible for determining if Federal Income Tax Returns are due and for computing your correct tax liability, if any.

I have scheduled the following appointment to meet with you to discuss the above referenced tax return(s):

Place: [REDACTED]

Date: April 12, 2004

Time: 9:00 A.M.

Should you need to change this date, please contact me to arrange a more convenient time. I will consider the above appointment confirmed if I do not hear from you by April 2, 2004.

In order to minimize the time we need to complete this process, please have available the items listed on the attached Form 4564, *Information Document Request*, at our first appointment.

You may have someone represent you during any part of this examination. Should you want someone to represent you, please give us a completed Form 2848, *Power of Attorney and Declaration of Representative*, prior to or at our first appointment. If necessary, I will delay examination activity to allow you time to secure a representative.

I encourage you to read the enclosed Publication 3498, *The Examination Process*. Thank you for your cooperation.

Sincerely Yours,



John D. Nguyen
Internal Revenue Agent

Enclosures:
Publication 3498
Form 4564

To: (Name of Taxpayer and Company, Division
or Branch)Subject:
Tax Year 2001 Income Tax Exam.

Submitted to:

Dates of Previous Requests:

Description of Documents Requested:

IT IS IMPORTANT THAT YOU HAVE THE FOLLOWING INFORMATION AVAILABLE FOR OUR APPOINTMENT. IT WILL PERMIT THE EXAMINATION TO BE COMPLETED AS SOON AS POSSIBLE. THANK YOU FOR YOUR COOPERATION.

1. COPY OF THE FOLLOWING TAX RETURNS:
 - A. YOUR 2000 FORM 1040.
 - B. YOUR 2002 FORM 1040
2. ALL BANK STATEMENTS, FOR BOTH PERSONAL AND BUSINESS ACCOUNTS, FOR DECEMBER 1, 2000 THROUGH JANUARY 31, 2002, DUPLICATE DEPOSIT SLIPS FOR ALL DEPOSITS, DEBIT AND CREDIT MEMOS, CANCELLED CHECKS AND CHECK REGISTERS.
3. ALL STATEMENTS FROM PASSBOOK, SAVINGS AND OTHER INVESTMENT ACCOUNTS FOR DECEMBER 1, 2000 THROUGH JANUARY 31, 2002. ANY 1099S OR K-1S YOU RECEIVED FOR 2001.
4. ALL FORM W-2s RECEIVED BY YOU FOR 2001.
5. DOCUMENTATION OF ALL NON-TAXABLE SOURCES OF INCOME SUCH AS THE PROCEEDS OF LOANS, GIFTS, TAX REFUNDS, OR TAX-EXEMPT INTEREST.
6. COPY OF ANY LOAN AGREEMENTS FOR LOANS EXISTING IN 2001, INCLUDING A RECORD OF ALL PAYMENTS OF PRINCIPAL OR INTEREST.
7. INVOICES AND FINANCING STATEMENTS ON ALL MAJOR ASSET PURCHASES FOR 2001.
8. ANY DEDUCTIONS ALONG WITH INVOICES OR RECEIPTS THAT YOU MAY WANT ME TO CONSIDER.
9. ALL BROCHURES AND MATERIALS RELATING TO YOUR PARTICIPATION IN AMERICAN RIGHTS LITIGATORS (ARL). COPY OF PAYMENTS TO ARL IN 2001.
10. IF YOU PLAN TO BE REPRESENTED BY YOUR TAX PREPARER, OR OTHER REPRESENTATIVE, A COMPLETED POWER OF ATTORNEY, FORM 2848, SIGNED BY YOU, AND THE REPRESENTATIVE.

Information Due By Apr 12 At Next Appointment

Mail In



FROM	Name and Title of Requestor	Employee ID number	Date:
	John D. Nguyen, Internal Revenue Agent	48-00253	March 24, 2004
	Office Location:	Phone: Voice (316) 352-7349	
	271 W. Third St., N., Suite 5000	FAX (316) 352-7255	
	Wichita, KS 67202		Page 1

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