



SafeSend
Returns®

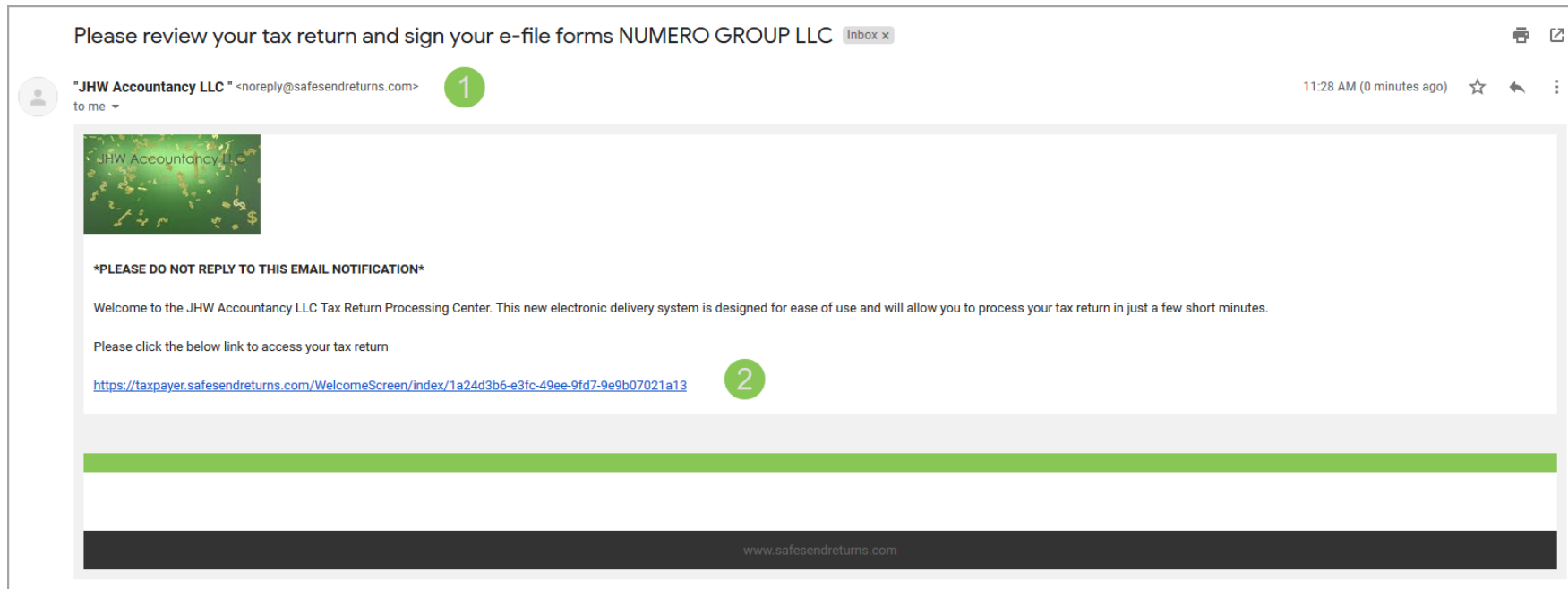
Quick Reference Guide

Entity – Client Experience

safesend.com

Your tax firm will send you a secure email like the one shown below

- 1 The email will come from noreply@safesendreturns.com
 - We recommend that you add this email address to your safe sender list to avoid these notifications going into spam
 - Your firm's name will appear in front of the email address
 - Your firm's logo may appear in the body of the email
 - Your name will appear in the subject line of the email
- 2 Click on the link in the email



- 1 Click "Request Access Code"
- 2 You will receive an email notification with an Access Code
 - Copy the Access Code and return to the page below
- 3 Paste or type the Access Code into the requested field
- 4 Click "Continue"

Welcome to JHW Accountancy LLC

Welcome to the JHW Accountancy LLC Return Processing System. This system is designed to simplify your review of your Tax Return, and expedite the required steps for Electronic Filing. Each step will include additional instructions to ensure successful completion of the process. As you continue through the necessary actions, should you need to finish later, you may save your progress and return another time.

Access Code Required:

Please select "Request Access Code" and we will send you a one-time expiring access code to your email. This code will expire in 20 minutes. Please enter below and select Continue.

Code for NUMERO GROUP LLC Inbox x



"JHW Accountancy LLC" <noreply@safesendreturns.com>
to me ▾

Your one time code is 96842198

- 1 This page is an overview of your return and may contain an important message
- 2 Click "Let's Get Started" to continue

JHW Accountancy LLC Logout

2018 Tax Return

Contact Person
Jonathan Richman Details

Refunds
Arkansas \$6,235

Payments Due
Alabama \$9,140


1 Welcome NUMERO GROUP LLC, your 2018 tax returns are ready!

A message from your tax preparer ↗

Please make sure you review your return and let us know if you have any questions.


Thank you for your business this year!

Please follow these easy steps so your taxes can be filed




Download Tax Documents

2



Sign Forms

Let's Get Started



Make Payments

- 1 Download & Review all of your tax documents
- 2 Click "Distribute K-1's"
 - K-1 Distribution instructions on next page
- 3 Click "Continue"

JHW Accountancy LLC Contact Person Logout

[Download Documents](#) [Sign](#) [Pay](#)

Please download and review your tax documents

Step #1:
Download Documents

[Download all my tax documents](#)

Step #2:
Distribute K-1's

[Distribute K-1's to partners](#)

2

Your 2018 Tax Documents

Optionally select a single document to download

1

Tax Documents	Payment Vouchers	Invoice
2018 Tax Returns.pdf ↓	Payments Due On 04-15-2019.pdf ↓	Tax Preparation Fee.pdf ↓
K1 Documents.pdf ↓	Payments Due On 09-16-2019.pdf ↓	
Filing Instructions.pdf ↓		
e-file Forms ↓		

Save and Exit 3 [Continue](#)

- 1 Check boxes next to recipient's names and enter email addresses
- 2 Click "Email Documents" to distribute K-1s to selected recipients
 - K-1 recipient instructions on following page
 - You can track when distribution and download has occurred
- 3 Click "Cancel" to return to download section

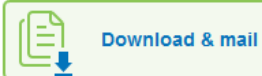
Distribute K-1 Documents to Partners

Select which Partners you would like to share the K-1 documents with. The documents may be sent electronically via email or you may download and mail the documents to them. Emailed documents will be received from noreply@safesendreturns.com. Recipients will be required to enter an Access Code which will be sent in a secondary email.

How would you like to distribute your K-1s?



1



Select Partners

Select All	Partners Name	K-1	Sent	Downloaded
<input checked="" type="checkbox"/>	MARKUP ASSOCIATES shareholderemailaddress@gmail.com		12/15/2019 06:00 PM Resend	12/15/2019 06:00 PM
<input type="checkbox"/>	BIO CHEMICALS			
<input checked="" type="checkbox"/>	PAUL M HANSON k1recipient@gmail.com		12/15/2019 06:00 PM Resend	
<input type="checkbox"/>	JNY PARTNERS			
<input type="checkbox"/>	TARAA B RODRICKS			

2

3

Cancel

Email Documents

1

K-1 recipient will receive email notification

- Your name will appear in front of the email address “noreply@safesendreturns.com”

2

Click link to continue

Your Form K-1 and related tax documents Inbox x



"NUMERO GROUP LLC" <noreply@safesendreturns.com>

11:38 AM (0 minutes ago)



to me ▾

1

NUMERO GROUP LLC

PLEASE DO NOT REPLY TO THIS EMAIL NOTIFICATION

PLEASE DO NOT FORWARD THIS EMAIL NOTIFICATION. We are delivering your Form K-1 and related tax documents through this new electronic delivery system. It is designed for ease of use and will allow you to download your tax documents in just a few short minutes. Please click the link below to begin.

<https://taxpayer.safesendreturns.com/K1Download/index?UID=73caa37a-aa16-4610-a6bd-81b0cbd6ad5c>

2

www.safesendreturns.com

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- 2 You will receive an email notification with an Access Code
 - Copy the Access Code and return to the page below
- 3 Paste or type the Access Code into the requested field
- 4 Click "Continue"

Welcome to the NUMERO GROUP LLC K-1 Distribution System

Welcome to the NUMERO GROUP LLC Form K-1 Distribution System. This service is provided by our tax preparation firm to electronically deliver your required K-1 tax form and related documents. Please read and accept the below terms and conditions, and then authenticate to access your 2018 Form K-1 and related documents.

Access Code Required:

Please select "Request Access Code" and we will send you a one-time expiring access code to your email. This code will expire in 20 minutes. Please enter below and select Continue.

Continue

Request Access Code

Code for MARKUP ASSOCIATES Inbox x

"NUMERO GROUP LLC" <noreply@safesendreturns.com>
to me ▾

Your one time code is 41537419

2

Reply

Forward

- 1 Agree to IRS Guidelines
- 2 Download K-1 Package and Instructions

K-1 CONSENT

Terms of Use that you need to agree to before viewing information.

"Pursuant to updated IRS guidelines (Revenue Procedures 2012-17), we must now gather your explicit consent to electronically provide documents with tax information (K-1s). This one-time consent ensures that we remain compliant and is required for your protection. Please click "I Agree" to continue and view these documents".

1

DECLINE I AGREE

Your 2018 Tax Documents

Please select a file to download

2

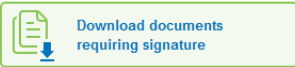
- MARKUP ASSOCIATES K-1 Package
- Partner's Instructions for Schedule K-1 (Form 1065)(2018).PDF

- 1 Click "Download documents requiring signature"
- 2 Drag completed into box
- 3 Click "Continue"

Please download the documents requiring signature. You will then need to print and manually sign them. You may scan and upload them to this secure website or send to JHW Accountancy LLC using the mailing address or fax number provided.

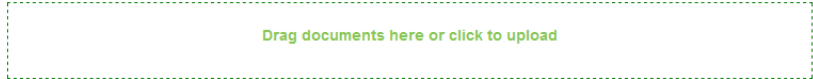
Manual Signature Required

1



- 1. US 114A
- 2. 8879 PE
- 3. AL8453 PTE

Upload Signed Documents



Uploaded Document Name	Upload Date	
Efile_NUMERO GROUP LLC(1).pdf	12/16/2019	X

2

Send by Mail
Attn: Testing CPA, LLC
47 West 63rd Street
Suite 500
Vienna, WV
33131

Send by Fax
(800) 716-2558

3

Save and Exit

Continue

- 1 View payment options
- 2 Download and print the voucher if paying by mail
- 3 To submit an online payment, click "Pay Online"
 - Additional payment processing fees may be incurred

JHW Accountancy LLC

Payment details are listed below

Your Tax Payments

Due Apr 2019 \$18,289

Due Jun 2019 \$18,281

Due Sep 2019 \$18,282

Due Jan 2020 \$18,282

Tax Preparation Fee

Invoice for tax services

[Download Filing Instructions](#)

[Download All Payment Vouchers](#)

Due 04/15/19	Due 04/15/19	Due 04/15/19	Due 04/15/19
<p>Federal \$12,784</p> <p>1 Pay</p>	<p>California \$3,997</p> <p>Pay</p>	<p>Illinois \$854</p> <p>Pay Online (Required)</p>	<p>Nebraska \$654</p> <p>DO NOT PAY: Scheduled for automatic withdrawal</p>

Email me reminder days before payment is due

[Done](#)

Payment Information [Download Filing Instructions](#)

Internal Revenue Service
Amount: \$12,784 Due: 04/15/19

Pay By Check or Money Order

Select "**Download Filing Instructions**" above to review your payment and mailing instructions. Select the button below to download your payment voucher.

[Download Federal voucher due 04/15/19](#)

2

Pay Online Now

Select "**Download Filing Instructions**" above to review your payment instructions. Select "**Pay Online**" below to make your payment.

or

[Pay Online](#)

3

[Done](#)

Questions?

Contact our Support team at
support@safesend.com or 855-818-3552.