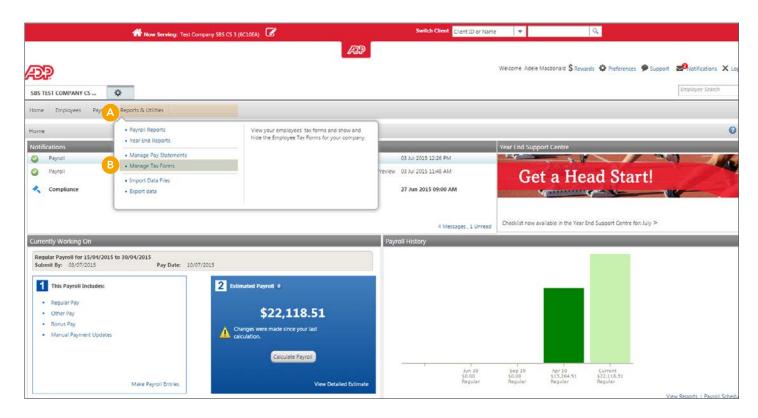
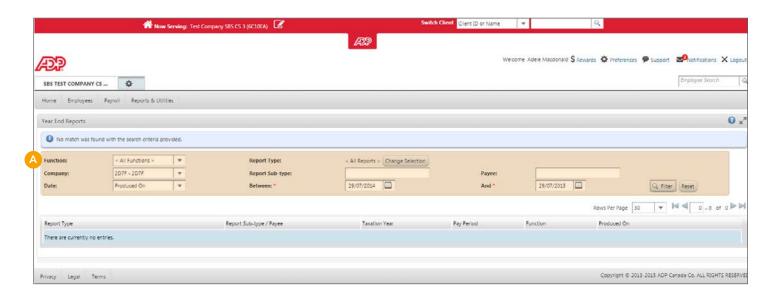


## How to Locate Trial Tax Forms, Adjustments and Reports

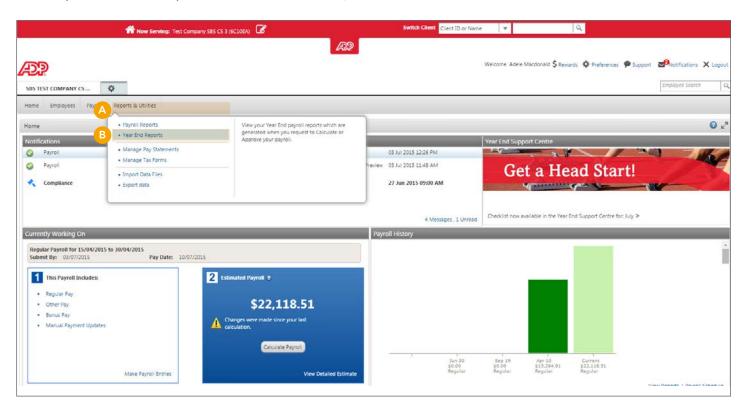


- A Click on "Reports & Utilities"
- B Scroll Down to "Manage Tax Forms"

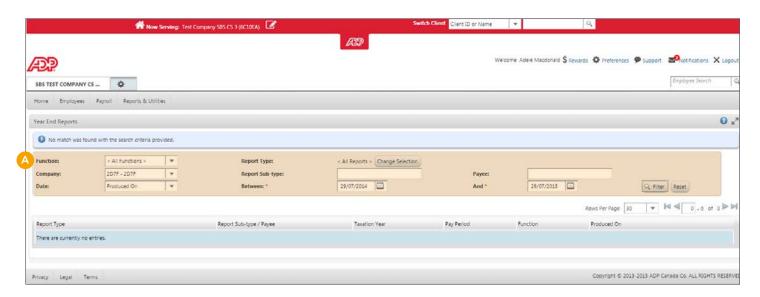


A Enter all fields below

The Steps to locate the report if a client submitted adjustments



- A Click on "Reports & Utilities"
- B Scroll Down to "Year End Reports"



A Enter all fields below