



Corporate Headquarters
1451 East Lansing Dr., Ste 222 | East Lansing, MI 48823
Phone: (517) 714-4965 | Fax: (517) 351-2101

CORONAVIRUS (COVID-19) UPDATE

The health and safety of our staff and customers is our #1 priority. We have been closely monitoring updates as information continues to become available regarding the Coronavirus outbreak, and are taking action to keep our staff and customers safe by working remotely.

We are working non-stop to ensure our customers and community can still receive the tax and accounting services they need, in a safe and protected manner. Our team is 100% available to our customers remotely via virtual and remote methods. You can still have your tax return completed on time via the methods below.

How You Can Work With Us During This Time

In an effort to minimize in-person interactions, please utilize any of the methods below to have your tax return completed remotely.

NOTE: We are scheduling in-person meetings on a case by case basis.

- Phone Conference – Contact us at (855) 648-2943 to set up a phone meeting.
- Virtual Communication via ShareFile – Use this link to share any secure documents with us:
<https://algtaxsolutions.sharefile.com/share/upload/r65c6f822ad14daeb>
- Fax – Fax your tax documents to us at 517-351-2101
- Mail – Send your tax documents to us via mail.
- Secure Drop Box at our Howell Location – Drop off your documents at our secure drop box located at the back of the McPherson Mansion in Howell. The drop box says ALG on it and is right next to the FedEx box.
- Document Drop Off at our East Lansing Location – Contact us at (517) 714-4965 to arrange a time to drop off your documents at our East Lansing office.
- All tax returns can be set up to be signed and paid for using secured links and your phone, home computer, or tablet.

It is our goal to make this process as easy as possible for you. Please do not hesitate to call us and we can work with you personally to accommodate your needs.

Sincerely,
A.J. Gross, C.P.A., E.A.
President
(855) 648-2943