



Working Remotely For Our Clients...

What does this mean?

- You will receive your completed taxes via US Mail or online via our client portal.
- Your original documents are secure in our building and will be mailed to you when we are finished. All documents are scanned to our paperless online system.
- E-signature as well as scanned, faxed and mailed signature forms can be accepted.
- Our staff and our clients stay healthy and safe.

How can you contact us?

- Please call our office number at **253-840-0336**. It will ring to our mobile phone during business hours.
- You may also text us at **253-259-5483** or send e-fax to **336-715-5088**.
- Virtual meetings via webcam or mobile device with screen sharing are available.

Staff e-mails:

- admin@sarahkitchenea.com
- laneysa@sarahkitchenea.com
- sarah@sarahkitchenea.com
- teri@sarahkitchenea.com