



Department of the Treasury
Internal Revenue Service
Small Business / Self-Employed Division
 1320 CENTRAL PARK BLVD
 STE 400
 FREDERICKSBURG, VA 22401-4940

Date:
 03/25/2019
Person to contact:
 Name: GRANVILLE R RICHARDS
 Employee ID number: 10-01023249
 Telephone: (540) 548-0218
Taxpayer ID number (last 4 digits):
 XX-XXX0272

BEST [REDACTED]

We have approved your request to pay your taxes in installments. Your first payment of \$560.00 is due on 04/15/2019. You agreed to make future payments of \$560.00 on the 15th of each following month until you pay the full amount.

The amount you owe as of 03/25/2019 is \$37,338.93 . This amount does not include all accrued penalties and interest. We will charge applicable penalties and interest until you pay the full amount you owe, because you didn't pay your total tax when it was due.

Send your monthly payments so they reach us by the due date. Print your Social Security number or employer identification number clearly on your check or money order. If you change your address, send your new address with your next payment.

Note: If we're charging backup withholding on any of your accounts, it will continue. Having an installment agreement doesn't stop backup withholding.

Although we've established an installment plan for you, we must protect the government's interest. Therefore, we may still file a Notice of Federal Tax Lien.

HAS ALREADY BEEN FILED

A Notice of Federal Tax Lien is a public notice that the government has a claim against your property to satisfy a debt. We will release (remove) the lien when you finish paying what you owe. We have the legal right to collect this money for up to 10 years.

Conditions of this agreement

- We must receive each payment by the date shown above. If you cannot make your monthly payment, contact us immediately.
- This agreement is based on your current financial condition. We may change or cancel it if we show your ability to pay has significantly changed.
- We may cancel this agreement if you don't give us updated financial information when we ask for it.
- While this agreement is in effect, you must pay any federal taxes you owe on time.
- We'll apply your federal tax refunds (if any) to the amount you owe until it is fully paid.
- If you don't meet the conditions of this agreement, we'll cancel it, and may collect the entire amount you owe by levy on your income, bank accounts or other assets, or by seizing your property.
- We may cancel the agreement at any time if we find that collection of the tax is in jeopardy.
- There is a \$225.00 one-time installment fee (\$107.00 if direct debit installment agreement).
- If the agreement defaults, you must pay a \$89.00 fee to reinstate it.