



Dear Friends of Munninghoff, Lange & Co. (MLCO),

In our firm's 37 years, we have not faced a challenge quite like this. Amid this disruption, the well-being of our clients, firm members and their families remains our top priority. Our leadership continues to closely monitor the information surrounding COVID-19 by the Centers for Disease Control and Prevention (CDC) and State officials and we are taking recommended steps to ensure we comply with CDC recommendations. As long as the environment is safe for our employees and we are permitted, our offices will remain open.

We are temporarily transitioning most of our personnel to work remotely; please continue to call and email your primary MLCO contacts as usual. We have instructed our employees to discontinue both onsite and offsite meetings and are encouraging remote collaboration when possible. However, if you need drop off any tax information, please call ahead and we will coordinate the pickup with you. Also, for the near future we will be mailing out all completed tax returns and other documents to limit office traffic to essential staff.

Today, 3/20/20, the US Secretary of the Treasury Mnuchin extended the 2019 (including first quarter 2020 estimates) tax payment and filing due dates for individuals and for corporations from 4/15/20 to 7/15/20. This much-needed relief will allow MLCO and our clients three extra months of preparation time for 2019 tax returns. MLCO staff will continue to prepare and process all tax returns as we receive and finalize 2019 information, but please extend us patience with a possible delay in completing returns as we navigate the COVID-19 protocol. Kentucky and neighboring states have agreed to follow the IRS's extension to 7/15/20 and we anticipate local governments to extend a similar extension.

As we monitor the impact of the COVID-19, we will keep you informed of any changes at our firm. Please reach out to us by email or phone at (859) 655-2300 if you have any questions or concerns. Thank you so much for making us your CPA firm. Together we will get through this.

Sincerely,

Thomas J. Munninghoff, President