



BODC: WI





023901

Dec. 31, 2016 Dec. 31, 2017

## Dear Taxpayer:

This letter responds to our telephone conversation on Aug. 28, 2018, about the unpaid tax for the tax periods above.

We accepted your offer to pay your monthly installment payments by automatic deductions from your checking account. We'll deduct your payment of \$500.00 on the 28th of each month.

Under the terms of your installment agreement, your payment will increase to \$1,350.00 on Oct. 28, 2019, and continue at this amount until you pay your balance in full or your financial situation changes.

Before we can deduct your monthly payments automatically, we must verify your account information.

We scheduled your first automatic withdrawal payment to be deducted from your checking account on Oct. 28, 2018. If this payment withdrawal doesn't happen as planned, allow one more month before contacting us to report any problems.

## WHAT YOU NEED TO KNOW ABOUT YOUR INSTALLMENT AGREEMENT

We charge a \$107 user fee to cover the cost of entering into a direct debit installment agreement not established through an IRS automated self-service application.

You must contact our office at least 15 days before your monthly due date to stop an automatic payment withdrawal from your checking account.

We can reduce the installment agreement user fee for individuals whose income falls at or below levels in the Reduced User Fee Income Guidelines. You may qualify for a one time reduction to your fee.

If your income is at or below the established levels (based on the