



Department of the Treasury  
Internal Revenue Service  
Small Business / Self-Employed Division  
12941 I 45  
MS 5224HNW  
HOUSTON, TX 77060-1240

**Date:**

01/25/2018

**Person to contact:**

Name: L. DOYLE

Employee ID number: 10-00997666

Telephone: (713) 209-5434

**Taxpayer ID number (last 4 digits):**

XXX-XX-8200

JOE &amp; LEE

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We have approved your request to pay your taxes in installments. Your first payment of \$350.00 is due on 02/28/2018. You agreed to make future payments of \$350.00 on the 28th of each following month until you have paid the full amount you owe.

The amount you owe as of 01/25/2018 is \$19,111.75. 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.

Please send your monthly payments to 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, please send your new address with your next payment.

Note: If the IRS is charging backup withholding on any of your accounts, it will continue. Having an installment agreement doesn't interrupt backup withholding.

Although we have established an installment plan for you, we must protect the government's interest. Therefore, 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 have a problem, contact us immediately.
- This agreement is based on your current financial condition. We may change or cancel it if our information shows that your ability to pay has changed significantly.
- 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 will 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 will 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 installment agreement fee (\$107.00 Direct Debit installment agreement).
- If agreement defaults, you must pay an \$89.00 reinstatement fee if agreement is reinstated.