

# How To: Access Your Tax Return & Signature Documents

## Client Center

Login at the Client Center on the homepage of our website: [www.huththompson.com](http://www.huththompson.com). Click on Client Portal Login.

STEP  
01

## Click Tax Return

Click on your name. Click on tax year to view your returns. You can then save your returns as a pdf file to your computer and print these files as needed.

STEP  
02

## Signature Docs

If you have documents that you need to sign, you can access these documents in the Client Action Required folder found on the same screen as the Tax Returns folder.

STEP  
03



## Client Action Required

STEP  
04

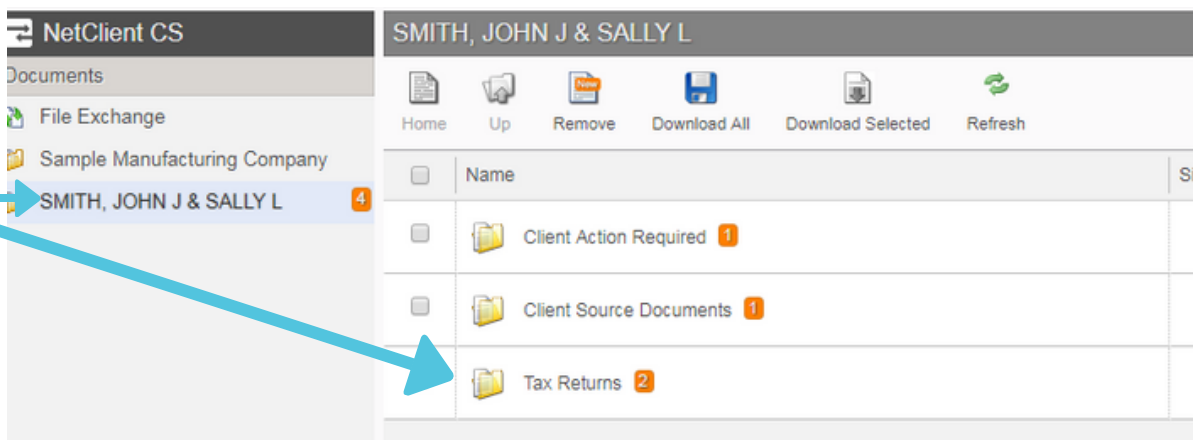
In the Client Action Required folder, all paper filed returns will be in separate PDF files from the signature docs that you send back to Huth Thompson. Double click to access, then follow the instruction letters

Follow Pictures on the next page.

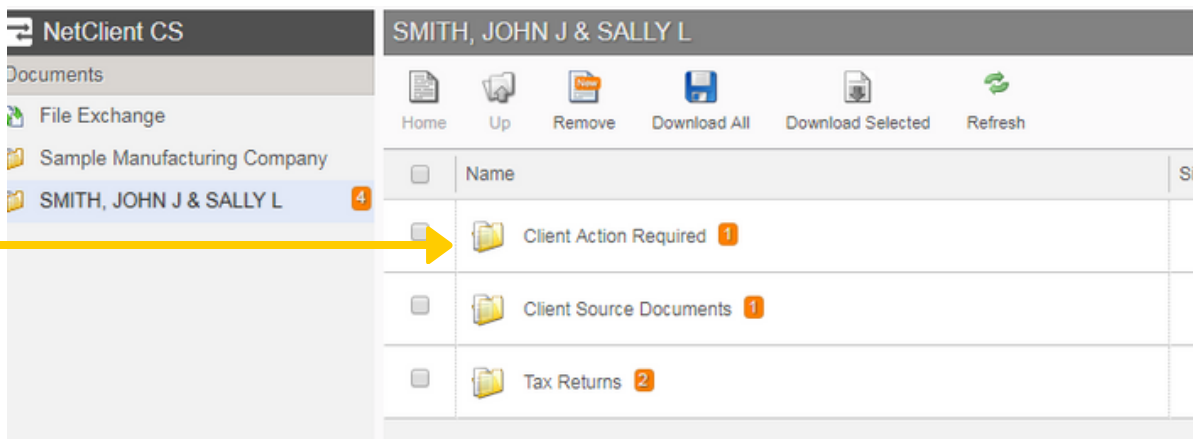


# How To: Access Your Tax Return & Signature Documents

STEP  
02



STEP  
03



STEP  
04

