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2	E.	Southgate, MI 48195
3	J.'s	Tel: (734) 284-8833
	ACCOUNTING & TAX	Fax: (734) 284-7205

Robert E. Jacob E.A., M.B.A. President
Enrolled to practice before the internal Revenue Service
Vist us on the web www.rejaccounting.com

Prepared By	R.E.J. 's Accounting & Tax Service, Inc
Approved By	Businesses, Non-Profits & Indivduals

May 1st 2014

To all Business clients

RE: Summer hours for REJ's

We will be utilizing our automatic attendant system when we are not in.

Please leave messages for Maria at 201
Bob at 202 and Rich at 203

Please do not leave on the main line 200, we only check this once a week.

Our summer hours are as follows:

Monday, and Friday 10 am till 4 pm (Maria works these days)
Tuesday and Wednesday 1 till 4:00 pm
We are closed Thursday, Saturday and Sunday.

Please call ahead to make sure we are here, or to schedule an appointment.
Evening appointment is available upon request on Tuesday or Fridays.

Sincerely,

Robert E. Jacob