



# AMERISTAR

Tax Centers



**A successful plan requires teamwork and communication.**

Our focus is to make this program as stress free as possible by resolving your tax problem as soon as possible, however, it will require open communication with you and our firm.

If you have any questions or concerns, you are encouraged to contact us at 800-233-4700.

Every employee in Client Services primary goal is to assist you and help you resolve your tax problem.

During your Welcome Call, you will also be provided with your Case Manager's direct phone number and email address. This is your main point of contact and it is very important to always be available for your Case Manager. Time sensitive matters will arise and it is important that we can reach you promptly. Make sure to notify your Case Manager of any contact information that has changed, including your email address, mailing address or telephone number.

Client Services Department

Phone 800-233-4700

Open Monday thru Friday, 8:30am to 5:30pm EST

Mail Correspondence To:  
AmeriStar Tax Centers  
Client Services Department  
700 Liberty Ave  
Johnstown, Pa 15905

You can forward requested supporting documents to your Case Manager through the internet via our secure upload manager at [www.ameristartaxcenters.com/uploadmanager/](http://www.ameristartaxcenters.com/uploadmanager/) or by fax to 1-814-288-3318.