

Practitioners' Edition





WAGE & INVESTMENT, Field AssistanceTELEPHONE
Area Director, *Maggie Houston*.....(336) 378-2091
Senior Technical Advisor, *Roger Burton*.....(336) 378-2132
Territory Manager, *Neil Doroshenko*.....(336) 378-2280
Field Assistance Managers & PODs:
 Mary Ponce (Columbia).....(803) 253-3662
 Linda Cox (Florence & Charleston)(843) 414-1472
 Cynthia McIntyre (Greenville)(864) 284-9446 X143
 Patricia Sykes (Myrtle Beach, Fayetteville, & Wilmington).....(910) 392-8440 X151

WAGE & INVESTMENT, Stakeholder Partnerships, Education & Communication (SPEC)
Territory Manager, *Charles W. King*(803) 253-3372
Management Assistant, *Becky Stewart*.....(803) 253-3217
Wage & Investment Communications Analyst, *Barbara Albright*.....(336) 378-2377

TAXPAYER ADVOCATE SERVICE OFFICE
Taxpayer Advocate Service, South Carolina, *Andy Mettlen*(803) 253-3029

COMMUNICATIONS & LIAISON DIVISION
Media Relations Specialist, *Valerie Thornton*.....(336) 378-2007
Governmental Liaison, *Lera "Tina" Tolbert*.....(803) 253-3521
Disclosure Officer, *Bob Commerson*(336) 378-2214

SMALL BUSINESS SELF-EMPLOYED DIVISION (SB/SE), Field Compliance
Columbia Territory Manager, *Gail Sunder*(803) 765-5715
Management Assistant, *Marsha Kirkland*.....(803) 765-5714
 Manager, Columbia Exam Group, *Jo Anna Carrie*.....(803) 765-5952
 Manager, Columbia/Florence Exam Group, *Steve Klausman*(803) 253-3066
 Manager, Charleston/Beaufort Exam Group, *Amanda Cole*(843) 414-1422
 Manager, Greenville Exam Group, *Theresa Guida*(864) 627-4185 X128
 Manager, Myrtle Beach Exam Group, *Terri Travers*.....(910) 392-8450 X120
 Manager, Columbia/Beaufort Collection Group, *Frances Kleckley*.....(803) 253-3370
 Manager, Columbia/Florence Collection Group, *Carolyn Heller*(803) 765-5622
 Manager, Charleston Collection Group, *Pamela Snow*.....(843) 414-1402
 Manager, Greenville Collection Group, *David Whited*.....(864) 284-9446
 Manager, Myrtle Beach Collection Group, *Linda Farmer*.....(910) 392-8440 X143

SMALL BUSINESS SELF-EMPLOYED DIVISION (SB/SE), Field Compliance
Manager Excise Territory 2, *Jennifer Butcher*(404) 338-9697
 Manager, North & South Carolina Excise Group, *James Stone*.....(803) 765-5740

SMALL BUSINESS SELF-EMPLOYED DIVISION (SB/SE), Compliance Support
Technical Support Group Manager-Advisory, *JoAnne Mixner (Acting)*.....(336) 378-2170
 Technical Support Group Manager-QMS, *Carolyn Heath*.....(336) 378-2080



**SMALL BUSINESS SELF-EMPLOYED DIVISION (SB/SE),
Taxpayer Education & Communication (TEC)**

Territory Manager, *Samuel F. Perdue*.....(803) 253-3825
Management Assistant, *Stephanie Banks*.....(803) 765-5388

SMALL BUSINESS SELF-EMPLOYED DIVISION, Compliance Services

Insolvency Group, *Evalina Ramsey*(803) 253-3581
Case Processing Support, *Tawanna Jones*(336) 378-2260
Chief, Case Processing Support/Examination, *Annette Bowers*.....(336) 378-2409

LARGE & MID-SIZE BUSINESS DIVISION

Manager, Charlotte Exam Group, Computer Spec, *Paul Curtis*(704) 566-5114
Manager, Charlotte Exam Group, Financial Services, *Terrence Dawson*(704) 566-5059
Manager, Charlotte Exam Group, Financial Services, *Betty Garner*(704) 566-5049
Manager, Charlotte Exam Group, Financial Services, *Danny Snead*(704) 566-5072
Manager, Greensboro Exam Group, International, *Betty LeBaube*.....(336) 378-2977
Manager, Greensboro Exam Group, Natural Resources, *Tim Bowles*.....(336) 378-2810
Manager, Greensboro Exam Group, Natural Resources, *Joe Orzechowski*(336) 378-2812
Manager, Durham Exam Group, Natural Resources, *Linda McGehee*(919) 541-5235 X101
Manager, Greenville Exam Group, Natural Resources, *Karen Faulkner*.....(864) 627-4185 X149

CRIMINAL INVESTIGATION DIVISION

Special Agent in Charge, *Michael Thomas*.....(704) 566-5267
Assistant Special Agent in Charge, *Gina Fisher*.....(704) 566-5266
Secretary to Special Agent in Charge, *Dreama Melton*(704) 566-5209
Public Information Officer, *Nancy Hatfield*(919) 856-4283 X408
Supervisory Special Agent, Charlotte CID Group, *Joan Surace*.....(704) 566-5186
Supervisory Special Agent, Raleigh CID Group, *Kelly Jackson*.....(919) 856-4283 X400
Supervisory Special Agent, Charlotte CID Group, *Ron Moore*.....(704) 566-5199
Supervisory Special Agent, Columbia CID Group, *Valerie Reeves*(803) 253-3760
Supervisory Special Agent, Raleigh CID Group, *Avery Allen Bidmead*(919) 856-4283 x412
Supervisory Special Agent, Charleston CID Group, *Linda Cianelli*(843) 566-0215 X314
Supervisory Special Agent, Greensboro CID Group, *Joe Commiso*(336) 378-2295

SMALL BUSINESS SELF-EMPLOYED RESEARCH DIVISION

Chief, Research, *Debbie Schmidt*.....(954) 423-7274

TAX EXEMPT & GOVERNMENT ENTITIES

Employee Plans Manager, Columbia, Greensboro, Charlotte, *Hannah Green*(336) 378-2830
Exempt Organizations Manager, Columbia and Greensboro, *Barry Joslin*(804) 916-8203
Tax Exempt Bonds Manager, Durham, *Patricia (Liz) Swan*.....(410) 962-9424
Federal, State & Local Governments Manager, Greensboro, *Willie Clayton*.....(407) 660-5822 X210
Indian Tribal Government Director, *Gary Hahn*(716) 686-4862
Customer Account Services - Toll-Free Customer Service(877) 829-5500

OTHER OFFICE FUNCTIONS

Appeals Customer Service/Rep(877) 457-5055
Appeals Team Manager, *Catherine Lacienski*.....(704) 566-5249
Treasury Inspector General for Tax Administration (TIGTA) (NC), *Larry Gleisner* ..(336) 378-2859
Associate Area Counsel (SB/SE), *Blake W. Ferguson*.....(336) 378-2225



Beaufort – 2201 Boundary Street, Suite 102, Beaufort, SC 29901

Examination Manager, *Amanda Cole*(843) 414-1422
Collection Manager, *Frances Kleckley*(803) 253-3370
Commissioner Representative, *Melvenia McKinney*(843) 524-9774

Charleston – 1 Poston Road Suite 220, Charleston, SC 29407

Examination Manager, *Amanda Cole*(843) 414-1422
Collection Manager/Commissioner Rep., *Pamela Snow*.....(843) 414-1402
Criminal Investigation, *Linda Cianelli*.....(843) 566-0215 X314

Columbia – 1835 Assembly Street Room 657, MDP 32, Columbia, SC 29201

Territory Manager/Commissioner Rep, *Gail Sunder*.....(803) 765-5715
Examination Manager, *Jo Anna Carrie*(803) 765-5952
Examination Manager, *Steve Klausman*(803) 253-3066
Collection Manager, *Carolyn Heller*.....(803) 765-5622
Collection Manager, *Frances Kleckley*(803) 253-3370
Excise Tax Manager, *James Stone*(803) 765-5749
Criminal Investigation Supervisory Special Agent, *Valerie Reeves*.....(803) 253-3712
Excise 637 Coordinator, *Carey Cauley*(803) 253-3518

Florence - John Millan Federal Building, 401 West Evans Street Room 110, Florence, SC 29501

Commissioner Representative, *Otis Benjamin*.....(843) 317-6794 X48
Examination Manager, *Steve Klausman*(803) 253-3066
Collection Manager, *Carolyn Heller*.....(803) 765-5622

Greenville - 440 Roper Mountain Rd Suite E, Greenville, SC 29615

Examination Manager, *Theresa Guida*(864) 627-4185 X128
Collection Manager/Commissioner Representative *David Whited*.....(864) 284-9446 X103

Myrtle Beach - 601 19th Avenue North Suite 100, Myrtle Beach, SC 29577

Examination Manager, *Terri Travers*.....(910) 392-8450 X120
Collection Manager, *Linda Farmer*(910) 392-8440
Commissioner Rep, *Ann Stegall*(843) 916-4597 X122



IRS Field Assistance Locations

Direct Walk-In tax assistance is available from 6 South Carolina IRS offices. Office hours are Monday through Friday, 8:30 am to 4:30 pm

Assistance is also available by calling the toll-free tax assistance number, 1-800-829-1040. Telephone assistance is available Monday through Friday 7:00 am to 10:00 pm (in all time zones).

South Carolina

Charleston: 1 Poston Road, Suite 200

Columbia: 1835 Assembly Street, Room 657

Florence: John Millian Federal Building, 401 West Evans St, Room 110

Greenville: 440 Roper Mountain Rd, Suite E

Myrtle Beach: 601 19th Avenue North, Suite 100

Beaufort: 2201 Boundary St., Suite 102 Tuesday and Thursday 8:00 am to 4:30 pm (FILING SEASON ONLY)

IRS Field Assistance offices can assist with:

- Help you resolve your tax issues
- Answer your tax law questions
- Make necessary adjustments to your account
- Accept your payment
- Accept your completed return
- Provide you with tax return information for previous years
- Establish a payment agreement if you cannot pay in full
- Help you get the tax forms you need
- Issue an Alien Clearance
- Help Prepare Form W-7 "Application for Individual Income Tax Identification Number (ITIN)
- Help prepare Form 2290, "Heavy Vehicle Use Tax"
- Accept your application for a "Taxpayer Assistance Order" Form 911
- Help prepare your basic individual tax return if your annual income is \$35,000 or less.
Criteria for Current and Prior Individual Filing of tax return
 - Forms 1040, 1040A & 1040EZ
 - Schedules A, B (Interest Only), C-EZ, EIC and R
 - Forms 2441, 8863 & 8839
 - Form 2290



Telephone Quick Reference Guide

Assistance and Information

IRS: 1-800-829-1040
SC Dept. of Revenue: 1-800-763-1295

Automated Collection System

1-800-829-7650 W&I
1-800-829-3903 SB/SE

Taxpayer Advocate Program:

1-877-777-4778
SC Dept. of Revenue Advocate: (803) 898-5444

Practitioner Fraud Hotline:

1-800-829-0433

Tele-Tax Automated Federal Refund Information:

1-800-829-4477

Hearing Impaired Telephone Assistance:

1-800-829-4059

Tax Exempt/GE: 1-877-829-5500

NOTE: Calls to toll-free number may be monitored to determine if taxpayers receive courteous treatment and accurate answers. No record is maintained of the caller's name, address, or Social Security number.

Tax Forms & Publications Requests

IRS: 1-800-829-3676
SC Dept. of Revenue: (803) 898-5320 (Forms)
(803) 898-5419 (Pubs)

Practitioner Priority Service (IRS)

1-866-860-4259

TaxFax (tax forms by fax):

(703) 368-9694
SC Dept. of Revenue: 1-800-768-3676

SC Dept. of Revenue – Information

(803) 898-5000

SC Dept. of Revenue - Copies of Previously Filed Tax Returns:

(803) 898-5866

South Carolina Tax Refund Inquiries:

(803) 898-5300

Computer Quick Reference Guide

IRS Federal Tax Forms CD-ROM

Contains more than 600 current IRS tax forms, instructions, and publications. Order Through the Superintendent of Documents at 202-512-1800.

Internal Revenue Information Service (IRIS)

Instant access for downloading Federal income tax forms, instructions, and information. Access IRIS at FedWorld (Internet) by modem at 703-321-8020.

1. Telnet – fedworld.gov
2. FTP – <ftp.fedworld.gov>
3. World Wide Web – <http://www.irs.gov>

Technical questions on using IRIS can be directed to the FedWorld help desk, 701-487-4608.

SC Department of Revenue: www.sctax.org



ATLANTA Service Center

Internal Revenue Service Center, Atlanta, GA 39901

- TeleTin.....(770) 455-2597
- TeleTin FAX Line.....(770) 455-2660
- Taxpayer Advocate Service.....(770) 936-4500
- Fax Form 2848 (POA).....(678) 530-6392
- Status of Form 2553.....(770) 452-4187
- Status of Form SS4.....(770) 530-6413
- Fax request for 147C Letter.....(770) 454-1607

MEMPHIS Service Center

Internal Revenue Service Center, Memphis, TN 37501-0002

- TeleTin.....(901) 546-3920
- TeleTin FAX Line.....(901) 546-3916
- Taxpayer Advocate Service.....(901) 395-1900
- Electronic Filing Help Desk.....(901) 546-2690

E-Help Desk 1-866-255-0654

Supports e-file, EFTPS, and Telefile. Assistors are ready to respond to Enrolled Agents, Reporting Agents, EROs, CPAs, transmitters, and taxpayers with their questions and issues concerning e-products.

<p>Centralized Offer In Compromise Program (Individuals & Businesses without employees)</p> <p>Internal Revenue Service Brookhaven Service Center, COIC Unit P.O. Box 9007 Holtsville, NY 11742-9007</p>	<p>Centralized Offer In Compromise Program (Businesses with employees)</p> <p>Internal Revenue Service Brookhaven Service Center, COIC Unit P. O. Box 9008 Holtsville, NY 11742-9008</p>
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South Carolina Subject Matter Listings

Bankruptcy Cases (SC)(803) 253-3581
 Electronic Filing (SC)(803) 765-5133
 Fraud Matters(800) 829-0433
 Liens – Releases & Payoffs.....(336) 378-2090
 Liens – Discharges & Subordinations.....(336) 378-2039
 Offer-in-Compromise(803) 765-5184
 Privacy Act/Freedom of Information Matters.....(336) 378-2214
 Request for IRS Speakers & Service Center Tours(336) 378-2074
 Taxpayer Advocate Office (SC)(803) 253-3029
 90-day Letters(336) 378-2081

<p>Tax Exempt Government Entities</p> <p>Internal Revenue Service 31 Hopkins Plaza, Room 635 Baltimore, MD 21201 Telephone: (410) 962-3290 Application Status Inquiries: (877) 829-5500</p>	<p>Estate & Gift Tax Matters:</p> <p>Internal Revenue Service 2303 W. Meadowview Road Kinston Building, Suite 100 Greensboro, NC 27407</p>
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<p>Excise, Dyed Fuel & 637 Registrations</p> <p>Internal Revenue Service 1835 Assembly Street MDP – 21 Columbia, SC 29201 (803) 765-5740</p> <p>637 Registrations (803) 253-3518</p>
