

GoTaxGurus Guide: Audit Survival Guide

This guide is designed to help taxpayers understand and navigate the IRS audit process with confidence. It explains how audits begin, what the IRS is really looking for, and the steps you can take to stay organized and prepared. Practical checklists, response strategies, and California-specific considerations are included to help you reduce stress, avoid common mistakes, and protect your rights throughout the audit.

Stay Calm. Take Control. Win Your Audit.

Facing an IRS audit can feel overwhelming. But with GoTaxGurus by your side, you can resolve it confidently and protect your finances.

Your 7-Step IRS Audit Survival Plan

☒ Step 1: Stay Calm

An IRS audit doesn't always mean you did something wrong. Take a deep breath before reacting.

☒ Step 2: Read the IRS Letter Carefully

Determine what type of audit it is (mail, office, or field) and exactly what the IRS wants to review.

☒ Step 3: Gather Your Documents

Collect all receipts, records, and supporting documents for the items under audit.

☒ Step 4: Speak Carefully – Or Stay Silent

Only answer what is asked. Never guess. If you don't know, say you'll follow up. Never volunteer extra information.

☒ Step 5: Call GoTaxGurus

Our team of former IRS auditors will review your notice, prepare your response, and advocate for you every step of the way.

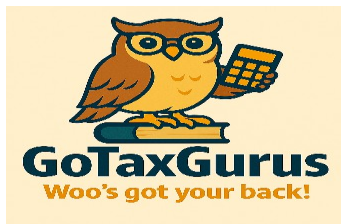
☒ Step 6: Respond Before the Deadline

Missing deadlines escalates audits. We can help you file extensions if needed.

www.GoTaxGurus.com

Email: strategy@gotaxgurus.com

Book online: <https://calendly.com/strategy-gotaxgurus>



✅ Step 7: Appeal If Necessary

If you disagree with the IRS audit results, we'll file an appeal or request reconsideration to protect your rights.

Why This Matters for GoTaxGurus Clients

- **Peace of mind:** Know what to expect and reduce the fear of the unknown.
- **Protection:** Learn how to safeguard your rights and avoid saying the wrong thing.
- **Preparedness:** Checklists and timelines keep you organized and ready for auditor requests.
- **Better outcomes:** Smart responses and documentation strategies can shorten audits and minimize adjustments.

Action Item	Due Date
Gather all IRS letters, notices, and prior-year returns	Immediately upon audit notice
Organize receipts, bank statements, and supporting documents	Within first 2 weeks
Respond to initial IRS contact (or authorize GoTaxGurus to respond)	By the IRS deadline (usually 30 days)
Prepare for potential meetings or requests for additional info	Throughout the audit timeline
Review audit results and consider appeal options	After receiving IRS findings

Need help handling an audit the right way?

Whether you're gathering documents, deciding how to respond to IRS questions, or preparing for an appeal, GoTaxGurus is here to guide you. Think of us as your GPS through a confusing road — we help you avoid wrong turns, point out shortcuts, and keep you from getting stuck in dead ends. We'll organize your case, communicate with the IRS on your behalf, and build a strategy to protect your rights and minimize adjustments. Schedule a consultation today!

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