



INTRODUCING DROPBOX TO SEND & RECEIVE SAFE ENCRYPTED FILES!

**Hundreds of our clients are using Dropbox to go paperless
while keeping confidential information secure.**

**Do not be intimidated! Dropbox is simple, easy and secure
even without creating a Dropbox account!**

[SS+G introduces Dropbox](#), a client portal, where files (PDF, Images, Word, Excel, etc) such as tax information & returns can be transferred and saved for permanent seam-less delivery. Over 500 million people around the world rely on Dropbox for encrypted secure file storage.

Simply create a free Dropbox account (up to 2 gigabytes storage is free and you choose your password) and notify SS+G that you would like to participate and we will create a shared folder that can display your past tax returns, tax information or any other files you might need. This is a "2-way system" so you will be able to send us files encrypted as well by placing files in your Dropbox. Clients may choose this as a safe electronic alternative to paper returns or emailing sensitive files while having access to their files at all times.

If you would like a personal Dropbox setup for your prior and/or future tax files, email Jon Grodecki at jmg@ssglt.com. Create a free Dropbox account and notify us of your email address associated with your account. You will receive an invitation to your Dropbox from us.

At your discretion, we are able to add other individuals' access to the box or share a link to a single file(s). A fantastic way to share your tax returns or distribute K-1's electronically with family member(s), financial representative, or anyone else who might need secure access to a file.

OPTIONS TO TRANSFER FILES AND DO NOT NEED TO CREATE A DROPBOX ACCOUNT

Dropbox links via email – If we send you an encrypted file via a Dropbox link, you DO NOT need a Dropbox account to access the links and view/download your files. Simply click on the link and you can view/download the PDF's. The link will be password protected (last 4 of your social, unless you state otherwise). The password can be changed per your request. I can invite you to join the boxes if you want permanent future access to the files (this requires you to sign-up for a free Dropbox account).

Dropbox uploads via web browser - If we send you a Dropbox uploaded request, you DO NOT need a Dropbox account to upload your files! Email Jon Grodecki at jmg@ssglt.com and we will send you an upload link. Simply click on the link and drag any files onto the web browser screen and we will receive them on our side secure and encrypted!

For more information please visit....

[Dropbox Self-Learning Tutorials](https://help.dropbox.com/learn)
(<https://help.dropbox.com/learn>)

[SS+G Website Dropbox Page](https://www.ssgltd.com/dropbox)
(<https://www.ssgltd.com/dropbox>)