

DISCLAIMER

Name of the Individual Client and/or Business: _____

Tax Form(s): _____ Year Ending: _____

To protect you, the Client, this professional tax preparation form follows accepted ethical procedures as specified by the Internal Revenue Code and/or applicable guidelines governing the conduct of professional tax preparers. After reaching each statement below carefully, please acknowledge your acceptance by signing the bottom of this form. Thank you for your cooperation and understanding of the responsibilities we must accept as professional tax preparers.

The specified income tax returns have been prepared for me and/or my business at my discretion by:

I have received the completed returns and understand their contents and have received a copy of the returns. I realize it is my responsibility to include in my files all documentation necessary to substantiate all income, deductions, and credits reflected on the returns for at least _____ years.

All information on these returns is true and accurate according to the information furnished by me to Tax Firm. Nothing has been added or deleted by the preparer that would understate my tax liability.

All taxable income has been reported, including any bartering, any partnership interests, any sales of business or personal assets, and all interest and dividend income from all sources.

I have informed my tax preparer of any adjustments or correspondence between any taxing authority and me and/or my business during the past _____ years.

I have been informed that I must have adequate written records for all deductions and specifically for:

- Any travel or entertainment;
- Any business use of a vehicle,
- Any business use of "listed property,"
- Any non-cash contributions to charity,
- Any donations and reimbursed employee expenses.

I understand my professional tax preparer has based the entries on these returns to present laws, regulations, and other applicable authority. I understand that tax law and its interpretation is subject to continual change and therefore the rules and principles followed in the preparation of these returns may not be applicable for any other tax year.

My tax preparer has indicated any aggressive applications to me and I understand such a position may be questioned or overturned in the audit process. I agree to hold my preparer harmless from any examination and possible reversal on this (these) issues.

BY NAME OF TAX PROFESSIONAL, TITLE, PREPARER

Accepted By Client: _____

Title: _____

Date: _____

Please list all forms received from the client:

