



# Form Completion Acknowledgement and Notification

Welcome to Tasha's Taxes! Please fill out your forms in **COMPLETION** regarding all information pertaining to the filer, spouse and dependent(s), failure to do so will result in your paperwork being return to you until, all pertinent information is read/reviewed/signed/and initial where the data/information is required.

If you are a **drop off client** your tax reporting data will not be filed or processed if any forms/documents are in-complete. As the documents and forms being presented to you all legal and binding documents, that will be provided to the IRS regarding record keeping, reporting data, filing data, or in the event of an audit be it the client(s) or Tasha's Taxes Company.

If you are unsure as to how to answer a question or need further information/clarification, please bring it to the attention of the staff so that you can be assisted accordingly. All Information is being completed or reported based on the required filing year, financial data, marital status, household and non-household dependents, shared custody regarding a dependent (child, parent, or siblings), debt, interest, capital gain/loss, farming information, ministers' information, own/rented property among other mandatory information required to report to the Internal Revenue Service.

Tasha's Taxes will assist you in reconstructed this data/information as much as legally possible, as well as direct you as to where you can obtain all necessary pertinent information needed to work for you. Failure to comply will result in Tasha's Taxes terminating the hiring contract (Letter of Engagement (LOE)/Personal Service Agreement (PSA) set in place and shredding/voiding all documentation previously provided to Tasha's Taxes, you will be billed for any fees incurred for work that was completed/assisted, regardless if your data was processed/reported/submitted to the federal/state/local government for compliance/completion.

Clients' Full Name:

Clients' Signature:

\_\_\_\_\_  
Date: \_\_\_\_\_

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