



Ridge View Accounting & Tax, CPA, P.C.

September 30, 2021

To: Clients of Ridge View Accounting & Tax, CPA, P.C.

It is and has been a privilege to provide you with our services. We thank you for the opportunity to work with you.

In order to continue to provide you with our services, in light of our acquisition by Burch & Associates, Inc., we will be transferring your files, including past tax return documents and work papers, to Burch & Associates, Inc.

Please return the bottom portion of this form ONLY if you do NOT wish to consent to the transfer of your client file from Ridge View Accounting & Tax, CPA, P.C. to Burch & Associates, Inc.

Your consent will be presumed after 90 days' time (as of December 31, 2021) if we have not received the bottom portion of this form completed and returned by you.

I (we) _____ DO NOT consent to the transfer of
(please list name(s) of individual(s) or business)

the file currently housed at the office of Ridge View Accounting & Tax, CPA, P.C. containing our confidential information from its current location at Ridge View Accounting & Tax, CPA, P.C. to the office of Burch & Associates, Inc.

_____ DO NOT transfer my file(s) to Burch & Associates, Inc.

Signed:

Signature

Printed name

Date

Title, if applicable

*You will be contacted by the staff at Ridge View at some point after responding with this form in order to make arrangements.