

Engagement for client services to be provided by Emerging Business Partners, Inc.

_____ This letter confirms and specifies the nature and extent of the services the firm will provide. Please confirm each statement below by initialing.

_____ I have furnished all necessary information needed to prepare my 2019 tax returns, and have maintained any required documentation. This information may be required to be provided to the IRS, at some time in the future.

_____ I have answered all questions and provided all information asked for, in order for EBPI to satisfy the IRS tax professional's due diligence requirements.

_____ I understand that EBPI does not audit information I provided, although it is often necessary for the EBPI to ask for clarification of information provided.

_____ EBPI will use professional judgement in resolving questions where the tax law is unclear, or where there are conflicting interpretations of the law by various taxing authorities. EBPI will resolve these issues in my favor, unless instructed otherwise.

_____ Any schedules prepared for my tax filing apply solely to this filing and are not to be attached to another return.

_____ I have the final responsibility for the income tax returns, and will review them before signing.

_____ I have declared any interest in any foreign bank accounts or property. (Even those my family has put my name on, as a convenience.) Such interests require additional filings.

_____ I understand the filing deadline for 2019 tax returns is April 15, 2020.

_____ I further understand that if I have not provided complete information to file my return on or before March 21, 2020, my return may be put on extension, and that any tax due must be paid at that time.

_____ I understand full payment is required upon completion of my tax return.

Signature

Date

*Please ask us for a referral, if you need an estate return prepared. EBPI does not prepare Form 706 for decedents.