

ANNUAL CORPORATE TAX SERVICES AGREEMENT

This Annual Corporate Tax Services Agreement (the "Agreement") is entered into and made effective as of _____, by and between:

Service Provider:

_____, with a principal place of business at

(hereinafter referred to as the "Provider"), and

Client:

_____, with a principal place of business at

(hereinafter referred to as the "Client").

WHEREAS, the Client desires to retain the Provider to perform professional corporate tax services, and the Provider agrees to perform such services under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. SCOPE OF SERVICES

The Provider shall perform the following corporate tax services (the "Services") for the Client's fiscal year ending _____:

1. Preparation and filing of federal, state, and local corporate income tax returns, specifically Form _____ and associated schedules.
2. Annual tax planning and advisory consultations, up to a maximum of _____ hours per fiscal year.
3. Review of quarterly estimated tax calculations and preparation of payment vouchers.
4. Assistance with standard tax correspondence and inquiries from tax authorities.

2. FEES AND PAYMENT TERMS

1. **Fixed Annual Fee:** The Client shall pay the Provider a fixed annual fee of _____ for the standard Services outlined in Section 1.
2. **Retainer:** A non-refundable retainer of _____ is due upon the execution of this Agreement, which shall be applied against the final annual fee.
3. **Payment Schedule:** Payments shall be made in installments as follows:

4. **Out-of-Scope Work:** Any services requested by the Client outside the Scope of Services defined in Section 1 will be billed at an hourly rate of _____.

3. CLIENT RESPONSIBILITIES AND INFORMATION

The Client agrees to provide all necessary financial records, receipts, statements, and information required by the Provider to complete the Services in a timely manner. All such documentation must be provided to the Provider no later than _____. The Provider shall not be responsible for any penalties, interest, or late fees resulting from delays by the Client in providing necessary information.

4. TERM AND TERMINATION

1. **Term:** This Agreement shall commence on the date first written above and shall continue until the completion of the Services for the specified tax year, unless terminated earlier in accordance with this Section.
2. **Termination:** Either party may terminate this Agreement at any time upon _____ days written notice to the other party. Upon termination, the Client shall pay the Provider for all services rendered up to the effective date of termination.

5. CONFIDENTIALITY

The Provider shall maintain the strict confidentiality of all financial records, proprietary information, and personal data provided by the Client and shall not disclose any such information to third parties without the prior written consent of the Client, except as required by law.

6. LIMITATION OF LIABILITY

The Provider's liability for any errors, omissions, or negligence in connection with the Services provided under this Agreement shall be strictly limited to the total fees paid by the Client to the Provider under this Agreement.

7. GOVERNING LAW

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of _____, without regard to its conflict of law principles.

IN WITNESS WHEREOF, the parties hereto have executed this Annual Corporate Tax Services Agreement as of the date first written above.

PROVIDER:

CLIENT:

(Signature)

(Signature)

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____