

MASTER AGREEMENT FOR ANNUAL TAX COMPLIANCE SERVICES

This Master Agreement for Annual Tax Compliance Services (the "Agreement") is entered into as of this _____ day of _____, 20____ (the "Effective Date"), by and between:

Service Provider:

Name: _____

Address: _____

Represented by: _____

Client:

Name: _____

Address: _____

Represented by: _____

The Service Provider and the Client may collectively be referred to as the "Parties" or individually as a "Party."

1. SCOPE OF SERVICES

The Service Provider agrees to provide annual tax compliance services to the Client as specified below and in any subsequently executed Addenda or Statements of Work:

1. Preparation and filing of annual corporate income tax returns.
2. Review of financial statements and supporting documentation for tax compliance purposes.
3. Calculation of annual tax liabilities and preparation of estimated tax payment schedules.
4. Provision of routine, year-round tax advisory services directly related to the annual filing, up to a maximum of _____ hours per fiscal year.

2. CLIENT RESPONSIBILITIES

The Client shall provide all necessary financial records, receipts, statements, and information required for the preparation of the tax returns in a timely manner. The Service Provider shall not be responsible for any penalties, interest, or additional taxes resulting from the Client's failure to provide complete, accurate, or timely information. All required information for the annual filing must be delivered to the Service Provider no later than _____ days prior to the applicable statutory filing deadline.

3. FEES AND PAYMENT TERMS

In consideration for the services rendered under this Agreement, the Client shall pay the Service Provider in accordance with the following terms:

1. **Annual Retainer Fee:** The Client shall pay an annual fee of _____, payable in _____ installments.
2. **Hourly Rates:** Any services exceeding the agreed scope shall be billed at the rate of _____ per hour.
3. **Payment Terms:** Invoices are due and payable within _____ days of the invoice date. Late payments shall bear interest at a rate of _____% per month.

4. TERM AND TERMINATION

This Agreement shall commence on the Effective Date and shall remain in effect for an initial term of _____ year(s). Thereafter, this Agreement shall automatically renew for successive one-year terms unless either Party provides written notice of non-renewal at least _____ days prior to the end of the then-current term.

Either Party may terminate this Agreement for convenience upon _____ days' prior written notice. If this Agreement is terminated prior to the completion of the tax year services, the Client shall compensate the Service Provider for all services performed up to the date of termination.

5. CONFIDENTIALITY AND DATA PROTECTION

The Service Provider agrees to maintain the absolute confidentiality of all financial, proprietary, and personal information provided by the Client. Information will not be disclosed to any third party without the express written consent of the Client, except as required by law. The Service Provider shall implement and maintain commercially reasonable technical and organizational security measures to protect the Client's data.

6. LIMITATION OF LIABILITY

To the maximum extent permitted by law, the Service Provider's total liability for any claims, losses, damages, or expenses arising out of or in connection with this Agreement shall be limited to the total amount of fees paid by the Client to the Service Provider under this Agreement during the _____ months immediately preceding the event giving rise to the liability.

7. GOVERNING LAW AND DISPUTE RESOLUTION

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State/Country of _____. Any dispute arising out of or relating to this Agreement shall be resolved through binding arbitration in _____.

8. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the Parties regarding the subject matter hereof and supersedes all prior agreements, representations, or understandings, whether written or oral. No amendment to this Agreement shall be effective unless made in writing and signed by both Parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Master Agreement for Annual Tax Compliance Services as of the Effective Date written above.

For the Service Provider:

For the Client:

Signature

Signature

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____