

CORPORATE INCOME TAX SERVICE AGREEMENT

This Corporate Income Tax Service Agreement (the "Agreement") is entered into as of _____, 20____ (the "Effective Date"), by and between:

Provider: _____, with a principal place of business at _____ (hereinafter referred to as the "Service Provider"),

and

Client: _____, with a principal place of business at _____ (hereinafter referred to as the "Client").

1. SCOPE OF SERVICES

The Service Provider shall perform corporate income tax services for the Client for the tax year(s) ending _____. The specific services to be provided include:

1. Preparation of federal, state, and local corporate income tax returns.
2. Review of financial statements, ledger accounts, and supporting documentation necessary for tax preparation.
3. Calculation of estimated tax payments and preparation of related payment vouchers.
4. Provision of routine tax advisory services directly related to the filed returns.

2. FEES AND PAYMENT TERMS

1. The Client agrees to pay the Service Provider a fee of \$_____ for the services outlined in Section 1.
2. A retainer of \$_____ shall be paid upon the execution of this Agreement.
3. The remaining balance shall be invoiced upon completion of the draft tax returns and is payable within _____ days of the invoice date.
4. Any services requested outside the scope of Section 1 will be billed at an hourly rate of \$_____.

3. CLIENT RESPONSIBILITIES

1. The Client shall timely provide all necessary financial records, receipts, logs, and other relevant information required for the preparation of the corporate tax returns.
2. The Client represents that all financial information provided to the Service Provider is accurate and complete to the best of their knowledge. The Service Provider will not audit or otherwise verify the information submitted.
3. The Client is responsible for the timely review and signature of tax returns prior to electronic filing or mailing.

4. TERM AND TERMINATION

1. This Agreement shall commence on the Effective Date and shall remain in effect until the completion and filing of the designated tax returns, unless terminated earlier.
2. Either party may terminate this Agreement at any time by providing _____ days' written notice to the other party.
3. In the event of termination, the Client shall pay the Service Provider for all services rendered up to the date of termination.

5. CONFIDENTIALITY

Both parties agree to keep all financial, proprietary, and personal information obtained during the course of this Agreement strictly

confidential. The Service Provider shall implement reasonable security measures to protect the Client's sensitive tax data in compliance with applicable professional standards and regulations.

6. LIMITATION OF LIABILITY

The Service Provider's liability for any claim, loss, or damage arising out of this Agreement, whether in contract or in tort, shall be limited to the total fees paid by the Client to the Service Provider under this Agreement.

7. GOVERNING LAW

This Agreement shall be governed by, and construed 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 Corporate Income Tax Service Agreement as of the Effective Date.

FOR SERVICE PROVIDER:

Signature

Name

Title

Date

FOR CLIENT:

Signature

Name

Title

Date