

ENGAGEMENT AGREEMENT

Corporate Tax Consulting Services

Date: _____

To:

Dear _____,

This letter confirms the terms and objectives of our engagement to provide corporate tax consulting services to _____ (hereinafter referred to as "the Company") for the tax year ended _____.

1. Scope of Services

We will provide the following corporate tax consulting services to the Company:

- a. Preparation of the federal corporate income tax return (Form _____) and applicable state and local corporate tax returns for the fiscal period ending _____.
- b. Consulting and advisory services regarding tax planning opportunities, structural considerations, and tax implications of business decisions as specifically requested by the Company.
- c. Review of tax accounting methods, provisions, and related disclosures as required.

Our services will not include representing the Company in any audits, inquiries, or disputes with tax authorities unless specifically requested and agreed to under a separate written agreement.

2. Company Responsibilities

The Company is responsible for the completeness and accuracy of the information provided to us. You agree to make available to us, on a timely basis, all financial records, source documents, and other information necessary for the completion of our services. We will not audit or otherwise verify the information you submit, although we may ask for clarification of some of the information.

3. Fees and Billing

Our fees for these services will be based on the actual time required at our standard hourly rates, which range from \$ _____ to \$ _____ per hour, plus out-of-pocket expenses. We estimate the total fee for the preparation of the standard annual returns to be approximately \$ _____, excluding any complex, unforeseen transactions which will be billed separately.

An initial retainer of \$ _____ is due upon the execution of this agreement. Invoices will be rendered monthly as work progresses and are due and payable upon receipt.

4. Term and Termination

This agreement will begin on the date of execution and will continue until the completion of the services described herein, unless terminated earlier by either party upon _____ days written notice to the other party. In the event of termination, the Company agrees to pay for all services rendered and expenses incurred up to the date of termination.

5. Limitation of Liability

Our liability for any claim, loss, damage, or expense arising out of this engagement shall be limited to the total amount of fees paid to us for the specific services giving rise to the claim.

Please indicate your acceptance of the terms of this engagement by signing and returning the enclosed copy of this letter along with the requested retainer.

Sincerely,

Representing: _____

Acknowledgment and Acceptance:

The terms and conditions of this engagement letter are hereby accepted and agreed to:

For: _____

For: _____

Authorized Representative Signature

Consultant Signature

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____