

Terms and Conditions

These terms and conditions are to confirm our understanding of the terms and objectives of our engagement and to clarify the nature and extent of the services we will provide. To ensure an understanding of our mutual responsibilities, we ask all clients for whom we provide services to confirm the following arrangements.

- We will perform the services agreed upon both parties. You represent that the information you are providing to us is accurate and complete to the best of your knowledge and you have disclosed to us all relevant facts. We will not verify the information you give us; however, we may ask for additional clarification of some information.
- It is your responsibility to provide all the information required for the preparation of complete and accurate services. You should retain all documents and other data that form the basis of income and deductions. These may be necessary to prove the accuracy and completeness of the services. You have the final responsibility for services; therefore, you should review everything provided to you.
- We will use professional judgment in resolving questions where the tax law or GAAP or other accounting basis is unclear, or when conflicts exist between the authorities' interpretations of the law and other supportable positions. Unless otherwise instructed by you, we will resolve such questions in your favor whenever possible.
- We want to express our appreciation for this opportunity to work with you. If you have any questions or need any additional information, please do not hesitate to reach out.