

William McConnaughy, Certified Public Accountant (WMCPA)
TAX COLLECTION REPRESENTATION CONTRACT (Agreement/Guarantees)
RE: Delinquent taxes assessed as of the date of this contract

This contract is to confirm your understanding and agreement to our tax collection representation services for _____ before the (Check all that apply) _____ Internal Revenue Service and/or the following state tax Agency: _____ for the above referenced matter.

1. William McConnaughy, Certified Public Accountant (WMCPA) guarantees to achieve at least one of the following tax compliance resolutions (i.e. currently not collectible, offer in compromise, installment agreement, partial pay installment agreement, innocent spouse relief, or abatement) for you in the above referenced matter. This guarantee is contingent upon your cooperation as described in paragraphs below. If we cannot help you as referenced in this paragraph, we will fully refund your fees paid to us, plus \$100.00 of our own funds.
2. WMCPA guarantees that no seizures, full wage garnishments, or bank levies will occur after you retain us. This guarantee is contingent upon you providing requested information in a timely manner, and you taking no actions to conceal and/or dispose of assets. In the unlikely event that we can not prevent, or reverse, seizure, full wage garnishment, and/or bank levy in your case, upon written notice within ten (10) days of agency levy notification you may terminate this contract (if you wish) and receive a full refund of fees paid.
3. You understand and agree that you will be responsible for providing complete and accurate information and/or documentation to us in a timely manner. You understand and agree to cooperate with us fully in all aspects of this matter. Failure by you to do so will reduce the likelihood of achieving a favorable resolution of the above referenced matter. Lack of cooperation will result in suspension of service, until your cooperation is provided. You agree to inform us immediately of any mailing address and/or telephone number change, and abide by company-client communication protocols. You also agree to inform us of any discussions you have with the tax agency commencing with this contract date.
4. You understand and agree that you will not intentionally misrepresent and/or omit any factual matter that is requested of you. If intentional misrepresentation and/or omission is discovered we shall be entitled to terminate our services immediately, with no refund of fees already received. You agree to take no actions to interfere, prevent, or preempt WMCPA from fulfilling this contract.
5. If you default on your payments to WMCPA, as specified in your payment plan option, we will suspend all work and/or terminate our services to you, with no refund of fees already received. You also agree to pay late charges on any such past due installments.
6. Except as indicated in paragraphs 1 and 2 above, and our 30 day money back satisfaction guarantee, there are no refunds of fees paid.
7. This tax collection representation contract, and the payment plan option you have selected, does not provide for any other professional services by us. If other professional services (such as tax return preparation, financial compilation) are

required, and you choose us to provide them for you, such services will be separately contracted and paid for.

8. If you default on the resolution of this matter once we have attained it for you, WMCPA is not obligated to renegotiate another resolution of this matter without additional compensation as provided in the original agreement and payment plan.
9. Any rework caused by your failure to provide cooperation and/or otherwise meet your current period (and future) tax obligations, shall be subject to a reasonable, mutually agreed upon rework charge.
10. Management of your case will be subject to the judgment and discretion of WMCPA. Any disputes arising under this contract must be addressed to WMCPA in writing, via certified mail with proof of receipt. WMCPA will be allowed thirty (30) days to resolve any dispute notification. Any unresolved disputes arising under this contract shall be resolved by binding arbitration furnished by the American Arbitration Association. You also agree discussion of said disputes shall remain confidential (nonpublic).
11. You acknowledge and agree that the time required to fulfill this contract is not subject to WMCPA control, and is instead subject to the timeliness of needed actions being taken by you and the involved tax agency. You also understand and agree that there is no reduction to the amount you owe and must pay if an installment agreement is the only settlement option you qualify for.
12. You acknowledge that we have made no oral modifications or additions to this contract and that it accurately reflects our representations to you about what we can do for you and the terms under which we agree to work on your behalf.
13. You acknowledge that any questions you have about the terms of this contract have been answered to your satisfaction.
14. You acknowledge limits of liability and indemnification under this contract to be equal to and not to exceed the amount paid to WMCPA for services.
15. WMCPA guarantees a full refund of fees paid if you wish to cancel this contract within 30 days of your signature date below. Said cancellation must be received by WMCPA via certified (proven) delivery and receipt before the 30 day expires. You may also cancel this contract any time after the 30 days, however fees received to date of cancellation will not be refunded. Additional fees due (if any) per you payment plan will not be expected for payment (forgiven).

Read, understood and agreed to. I pledge to abide by these terms of your assistance.

(Signature) (Print Name) (date)

(Spouse Signature, if applicable) (Print Name) (date)

William McConnaughy, CPA/ Certified Public Accountant, dba Tax Help Pro

(date)

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