



## **Disclosure Sheet**

By signing this document, I acknowledge that all information in my 2022 federal and state tax return that include, but not limited to my earned and unearned income, expenses, deductions, dependents, and other information is true and accurate to my knowledge. This letter will serve as our agreement in this matter, and we ask that you carefully review the letter and sign to confirm all the information contained within.

It is your responsibility to provide us with all the information needed to prepare complete and accurate tax returns. We will not or otherwise verify the data you submit, although we might ask you to clarify some of the data. If you supply us verbally with any tax information, by signing this letter you are confirming that the information provided is true and correct to the best of your knowledge.

I understand that this information is being provided to the IRS and State Revenue. I have been advised by my tax preparer that any false and misleading information that I provide for income tax filing purposes is against the law and are subject to penalties. I understand that Renew You Tax Service is only liable for any Error and Omission on their part and will be responsible for any interest and penalties and not tax due.

As you know, tax returns are subject to examination by various taxing authorities at both the state and federal levels. In the event of an examination or audit, you may be requested to produce supporting documents or records to substantiate the items of income or deductions. If an examination or audit does takes place, Renew You Tax Service stands ready to work with you.

By signing this letter, you authorize us to communicate with you regarding all products which we offer via phone, email, fax, and/or letter format. If you choose not to be contacted, please call us at (803) 548-3008. None of your information will be sold to anyone else.

If the terms outlined in this letter are agreeable with you, please sign a copy of the letter.

We appreciate the opportunity to be of service to you and look forward to working with you and on your behalf. If you should have any questions or need additional information, please do not hesitate to call.

Sincerely,

Accepted:

\_\_\_\_\_  
Taxpayer

\_\_\_\_\_  
Spouse

\_\_\_\_\_  
Date

### **Acknowledgement of Return**

\_\_\_\_\_ I have received a copy of my 2022 tax return. I understand that I will have to pay a **\$25.00 fee for any additional copies.**