

Tax Adviser Service Arrangement Confirmation

Date: [Insert Date]

[Client's Name]

[Client's Address]

[City, State, Zip Code]

Dear [Client's Name],

We are pleased to confirm our arrangement to provide tax advisory services for you. Below are the details of our services:

Service Details

- Review of financial documents
- Tax return preparation
- Tax planning and strategy development
- Ongoing tax compliance support

Fees

The fees for our services will be [Insert Fee Structure]. Payment is due upon completion of the services.

Next Steps

Please reply to this letter to confirm your acceptance of the above terms. We look forward to working with you and assisting you with your tax needs.

Thank you for choosing our services.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]