

Tax Adviser Service Setup Acknowledgment

Date: [Insert Date]

Client Name: [Insert Client Name]

Client Address: [Insert Client Address]

City, State, Zip: [Insert City, State, Zip]

Dear [Client Name],

We would like to acknowledge the setup of your tax advisory services with us. Thank you for choosing [Your Tax Advisory Firm Name] to assist you with your tax needs.

Your initial consultation is scheduled for [Insert Date and Time]. During this meeting, we will review your financial situation, discuss your objectives, and establish the best strategies tailored for you.

Should you have any questions or require assistance prior to our meeting, please do not hesitate to reach out to us at [Insert Phone Number] or [Insert Email Address].

We look forward to working with you.

Sincerely,

[Your Name]

[Your Title]

[Your Tax Advisory Firm Name]

[Your Firm's Contact Information]