

TAX YEAR **2023** CORPORATE TAX MAINTENANCE PROGRAM

Our clients routinely need us beyond just tax-filing, so we decided to create the Corporate Tax Maintenance Program (CTMP), which provides clients access to a wide array of tax planning benefits at a fixed-cost.

Our Corporate Tax Maintenance Program (CTMP) includes:

Audit protection in the event you are subject to an audit by the Internal Revenue Service or Franchise Tax Board. Our audit representative will provide this service at no additional expense to you for the 2023 year.

If you choose not to participate in this program, our billable rates will be as follows:

- 1. Audit Protection: \$5,000+
- 2. State, local, or city tax notices: send it over and we'll determine the issue: (\$695 per notice)

Cost for the 2023 TMP: 50% of the preparation fee

Tax Preparation fee _____ x 50% = _____.

This is payable within 72 hours of your tax preparation appointment.

I accept the 2023 Corporate Tax Maintenance Program:

Signature [] Print Name [] Date []

I decline the 2023 Corporate Tax Maintenance Program and I am aware of the charges for additional services:

Signature [] Print Name [] Date []

Additional details:

- TMP only applies to services that RHA has provided, per tax year
- Blackout dates: 1/15 to 4/15, 9/1 to 10/15, and 12/15 to 12/31
- TMP does not apply for year-end planning consultations
- Correspondence/letters for mortgage lenders does not include the preparation of any financial statements
- Audit protection does not include audit appeals, reconsideration, tax court petitions, or any returns not prepared by RHA

