



The Model Accountant, LLC  
1031 Ives Dairy Road, Suite 228, Miami, FL 33179  
Phone: 305 307-8322 | Fax: 305 423-1058

I, THE UNDERSIGNED, DO SAY AND DECLARE THAT:

The Model Accountant, LLC (known as the “Firm”) and I consulted relating to the ongoing Internal Revenue Service case on my individual income tax matters.

During our conference it was agreed that I would retain this Firm to obtain Power of Attorney (POA) on my behalf and assess my tax transcripts with the Internal Revenue Service, and I agreed to the following compensation regarding these services, as well as other matters:

- I agreed to engage services with a retainer of \$500. **Initial** \_\_\_\_\_
- I agreed to be charged an hourly rate of \$200, to be applied toward the retainer. When the retainer on hand falls below \$200, I agreed to be rebilled an additional retainer of \$500. If I fail to pay within 30 days of the billing date, the Firm reserves the right to cease all work and/or terminate our services. **Initial** \_\_\_\_\_
- I further agree that the Firm will charge a minimum of three tenths (.3) of an hour for telephone conferences and a minimum of five tenths (.5) of an hour for any correspondence. **Initial** \_\_\_\_\_
- In the event the Firm elects to terminate our services due to my non-payment, the Firm shall be entitled to any retainer or fee balance as a minimum fee. **Initial** \_\_\_\_\_
- In the event I fail to communicate with the Firm when requested and this condition continues for twenty business days, the Firm reserve the right to terminate our services. In that event, the Firm shall be entitled to any retainer or fee balance as a minimum fee. **Initial** \_\_\_\_\_

I understand the Firms retainer and services apply only to obtaining POA on my behalf and an assessment of my tax transcripts with the Internal Revenue Service. I understand the Firms services do not include any administrative hearings, administrative practice, litigation in any state or federal court whatsoever.

I have been given a copy of the Taxpayer Bill of Rights, which sets forth taxpayers’ rights and the Internal Revenue Service obligations to protect taxpayers.



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Furthermore, the Firm is hereby given every and all liens known or to be known to the law, as security for payment of our professional services and unpaid expenses; and this agreement binds the parties' heirs, successors and assigns.

In the event of a dispute between the Firm and the Taxpayer, the parties hereto agree that any disputes, controversies, or claims between them concerning, relating to, or arising out of the Firm's representation of the undersigned, shall be determined by binding arbitration as set forth herein. The arbitration shall occur in Miami, Florida, and be held before an arbitrator appointed in accordance with the rules of the American Arbitration Association "(AAA)" of Miami Dade County, pursuant to the commercial arbitration rules of the AAA. The party initiating the arbitration must pay one-half of all fees required to commence and continue the proceeding, and the responding party must pay the other one-half of all fees required to commence and continue the proceeding. The arbitrator shall have the discretion to re-apportion the fees paid at the conclusion of the arbitration. A judgment on the arbitration award may be entered in any court located in Miami Dade County, Florida and shall be deemed binding. The parties hereby waive their rights to a jury trial and a judge trial and limit their rights to appeal to the fullest extent allowable under the law. The arbitrator shall be selected pursuant to the commercial arbitration rules of the American Arbitration Association.

If you have any questions about any provision stated above, please contact us at (305) 307-8322 so we can discuss the issues. We highly regard your business and look forward to working with you.

Date: \_\_\_\_\_ Taxpayer: \_\_\_\_\_

**PLEASE READ CAREFULLY, SIGN AND RETURN**

The terms and conditions of this agreement shall not be modified without written consent from The Model Accountant, LLC and client.