

DENVER TAX OFFICE, LLC

3401 Quebec Street Suite 10000 Denver, Colorado 80207 (303) 388-1859 fax (303) 377-3546
www.denvertaxoffice.com

Re: Retention Agreement:

FOR VALUE RECEIVED, (CLIENT) _____
agrees to pay **DENVER TAX OFFICE, LLC (CONSULTANT)** the principal sum
of **\$2,500.00** to be paid up front unless otherwise agreed. **Consultant(s)** will
perform for the **Client** the following services: **Tax Negotiations and
Representation** with the Internal Revenue Service.

Consultant(s) will perform the services described above with due diligence.

This Agreement does not address any State or other Tax problems Client may have.

*This Agreement does not include tax preparation. Tax preparation fees are based on fee
schedule and payable upon completion.*

This Agreement does not include bookkeeping services. Bookkeeping billed separate \$50/hour.

Client acknowledges, understands, and agrees that Consultant's ability to perform
under this Agreement is contingent upon Client's timely disclosure of information
upon Consultant's request for same.

Client acknowledges, understands and agrees to keep Consultant(s) advised of any
change in financial circumstances, change of employment, change of address,
change of phone number and any other information necessary to Consultant's
ability to perform service under the Agreement.

BY: (Client) _____ DATE: _____

BY: (Consultant) _____ DATE: _____