

**Flaherty Tax Resolution  
Small Business Tax Representation Engagement — Collections Services**

This Agreement is between **Flaherty Tax Resolution** (“Representative”) and **[Business Name]** (“Client”).

**Billing Terms**

Hourly Rate: **\$200/hour**  
Retainer: **\$3,000 (required prior to commencement of services)**  
Billing Cycle: **Monthly**

**Scope of Representation**

Collections-focused services, which may include Installment Agreements, Levy/Garnishment Resolution, Penalty Abatement, Offers in Compromise, and related collections communications and submissions before the IRS and/or applicable state taxing authorities.

**Client Responsibilities**

Client agrees to provide complete and accurate business financial records (bank statements, payroll reports, ledgers, and supporting documentation), respond to information requests promptly, and designate a single authorized contact for communications.

**Retainer & Billing**

Services are billed hourly at \$200/hour. Fees are billed against the \$3,000 retainer and invoiced monthly. Client agrees to replenish the retainer when requested. Work may be paused for nonpayment.

**Confidentiality • No Guarantee • Termination • Michigan Governing Law**

Standard terms apply consistent with the individual engagement version, including no guarantee of outcome, confidentiality, records retention, termination provisions, and Michigan governing law and venue.

**Business Legal Name:** \_\_\_\_\_ **EIN:** \_\_\_\_\_  
**Authorized Signer:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Client Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Representative Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_