

Dear

**Subject: Personal Tax Services**

The purpose of this letter is to set out a clear understanding of your<sup>1</sup> responsibilities as the taxpayer and the nature of Madan Chartered Accountant Professional Corporation’s involvement as the preparer of the following return(s)/form(s):

Service(s)	For Whom	Tax Year	Service Fee(s)
			_____
			_____
			_____
			_____
			_____
			_____
			_____
			_____
			_____
			_____

<sup>1</sup> The terms “you” and “your” refer to all individuals noted in this letter for whqo returns/forms are being prepared.





