Better Business Ventures, Inc.
CTEC Registered Tax Preparer

Telephone: (916) 481-5252
Fax: (916) 244-4458
e-Mail: bbvoffice@bbvinc.com

3517 Marconi Ave., Ste 206
Sacramento CA 95821

2006 Tax Organizer

We wish to welcome you as a new client to our office! This is your **2006 Tax Organizer** that will assist you in the gathering of the information and documents necessary for the preparation of your 2006 Income Tax Returns.

Please complete the 2006 Tax Organizer, sign the Taxpayer Certification at the end of the Miscellaneous Questions section, and return the 2006 Tax Organizer to our offices along with signed copies of the **"Engagement Letter for Tax Return Preparation Services"** and the **"Client Disclaimer Memorandum**." Some pages of the 2006 Tax Organizer may not be applicable to your tax situation. Therefore, please feel free to leave these pages blank or insert any questions you may have. Any additional tax information that you believe to be important, but not specifically requested on any of the following pages, should be included on the Additional Information page at the end of the 2006 Tax Organizer.

Please attach a copy of your 2005 federal and state returns along with all available 2006 tax statements, such as Forms W-2, 1099s, K-1s, and any other year end statements to the last page of the 2006 Tax Organizer. The original documents shall be returned to you with your completed tax returns.

Since the tax returns will be prepared based upon the documents and information which you provide to us, **you are asked to provide a certification** that the information contained within the 2006 Tax Organizer is true and accurate to the best of your knowledge and that you have disclosed and provided all pertinent information. We will *not* independently verify or audit any information provided to us.

When completed, please return the 2006 Tax Organizer to us. After we have had an opportunity to become familiar with your tax situation, we shall telephone you to discuss your returns in greater detail, if this is necessary.

If you have any questions, please do not hesitate to call us. We look forward to serving your needs this year and for many years to come.

Yours very truly,

Owen S. Arnoff
CTEC Registered Tax Preparer

2006	1040	US	Tax Organizer

BETTER BUSINESS VENTURES, INC.
PO BOX 660186
SACRAMENTO, CA 95866-0186
Telephone number: 916-481-5252
Fax number: 916-244-4458
E-mail address: BBVOFFICE@BBVINC.COM

Tax Return Appointment

Date:
Time:
Location:

This tax organizer will assist you in gathering information necessary for the preparation of your 2006 tax return. Please enter all pertinent 2006 information.

CLIENT INFORMATION

	Taxpayer	Spouse
First name and initial		
Last name		
Title/suffix		
Social security number		
Occupation		
Date of birth (m/d/y)		
Date of death (m/d/y)		
1=blind		
Home phone		
Work phone		
Work extension		
Cell phone		
E-mail address		

Address	In care of	
	Street address	
	Apartment number	
	City	
	State	
	ZIP code	

DEPENDENTS

	Dependent No.	Dependent No.
First name		
Last name		
Title/suffix		
Date of birth (m/d/y)		
Social security number		
Relationship		
Months lived at home		

	Dependent No.	Dependent No.
First name		
Last name		
Title/suffix		
Date of birth (m/d/y)		
Social security number		
Relationship		
Months lived at home		

2006	1040	US	Tax Organizer

Please enter all pertinent 2006 information. If you have attached a government form for an item, check the box and do not enter a 2006 amount.

WAGES, SALARIES AND TIPS

Employer name:	2006 Amount	2005 Amount
☐	Attach Forms W-2	
☐		
☐		
☐		
☐		

INTEREST INCOME

Payer name:	2006 Amount	2005 Amount
☐	Attach Forms 1099-INT	
☐		
☐		
☐		
☐		

DIVIDEND INCOME

Payer name:	2006 Amount	2005 Amount
☐	Attach Forms 1099-DIV	
☐		
☐		
☐		
☐		

PENSIONS, IRA AND GAMBLING INCOME

Payer name:	2006 Amount	2005 Amount
☐	Attach Forms 1099-R & W-2G	
☐		
☐		
☐		
☐		

OTHER GOVERNMENT FORMS - INCOME

	2006 Amount	2005 Amount
☐ Form 1099-B - Sales of stock (also include transaction history).	Attach Forms 1099	
☐ Form 1099-MISC - Miscellaneous income		
☐ Form 1099-S - Sales of real estate (also include closing statements).		
☐ Form 1099-G - State tax refunds.	Attach Forms 1099	
Taxpayer:		
☐ Form SSA-1099 - Social security benefits.	Attach Forms 1099	
☐ Form 1099-G - Unemployment compensation.		
Spouse:		
☐ Form SSA-1099 - Social security benefits.	Attach Forms 1099	
☐ Form 1099-G - Unemployment compensation.		

MISCELLANEOUS INCOME

	2006 Amount	2005 Amount
Taxpayer: Alimony received		
Spouse: Alimony received.		
Other:		

2006 | 1040 | US | Tax Organizer

RETIREMENT PLAN CONTRIBUTIONS

	2006 Amount	2005 Amount
Taxpayer: Traditional IRA contributions (1=maximum)		
Roth IRA contributions (1=maximum)		
Spouse: Traditional IRA contributions (1=maximum)		
Roth IRA contributions (1=maximum)		

OTHER GOVERNMENT FORMS - DEDUCTIONS

☐ Form 1098-E - Student loan interest	Attach Forms 1098	
☐ Form 1098-T - Tuition and related expenses		

ADJUSTMENTS TO INCOME

Taxpayer:

Educator expenses		
Self-employed health insurance premiums		
Self-employed SEP, SIMPLE, & qualified plan contributions (1=maximum)		
Expenses from rental of personal property		
Other adjustments to income:		
Alimony paid - Recipient name & SSN		

Spouse:

Educator expenses		
Self-employed health insurance premiums		
Self-employed SEP, SIMPLE, & qualified plan contributions (1=maximum)		
Expenses from rental of personal property		
Other adjustments to income:		
Alimony paid - Recipient name & SSN		

MEDICAL AND DENTAL EXPENSES

Prescription medicines and drugs		
Doctors, dentists and nurses		
Hospitals and nursing homes		
Insurance premiums		
Long-term care premiums		
Insurance reimbursement		
Out-of-pocket lodging and transportation expenses		
Number of medical miles		
Other:		

TAXES PAID

Real estate taxes - principal residence		
Real estate taxes - property held for investment		
State income taxes - 1/06 payment on 2005 state estimate		
State income taxes - paid with 2005 state extension		
State income taxes - paid with 2005 state return		
State income taxes - paid for prior years and/or to other states		

2006	1040	US	Tax Organizer

TAXES PAID (continued)

	2006 Amount	2005 Amount
City/local income taxes - 1/06 payment on 2005 city/local estimate		
City/local income taxes - paid with 2005 city/local extension		
City/local income taxes - paid with 2005 city/local return		
State and local sales taxes		
Sales taxes paid on vehicles, boats, and aircraft		
Use taxes paid on 2006 purchases		
Use taxes paid on 2005 state return		
Foreign income taxes		
☐ Personal property taxes (including automobile fees in some states)	Attach Tax Notice	

INTEREST PAID

	2006 Amount	2005 Amount
Home mortgage interest and points paid:		
☐	Attach Forms 1098	
☐		
Home mortgage interest not on Form 1098 (include name, SSN, & address of payee):		
Points not reported on Form 1098:		
Investment interest (interest on margin accounts):		
Passive interest		

CASH CONTRIBUTIONS

	2006 Amount	2005 Amount
Volunteer expenses (out-of-pocket)		
Number of charitable miles		
Number of Katrina relief miles		

NONCASH CONTRIBUTIONS

	2006 Amount	2005 Amount

MISCELLANEOUS DEDUCTIONS

	2006 Amount	2005 Amount
Union and professional dues		
Tax return preparation fee		
Safe deposit box rental		
Gambling losses to extent of winnings		
Investment expenses		
Estate tax, section 691(c)		
Unreimbursed employee expenses:		
Other:		

2006	1040	US	Miscellaneous Questions

If any of the following items pertain to you or your spouse for 2006, please check the appropriate box and provide additional information if necessary.

YES	NO	PERSONAL INFORMATION
☐	☐	Did your marital status change during the year?
☐	☐	Did your address change during the year?
☐	☐	Could you be claimed as a dependent on another person's tax return for 2006?
		DEPENDENTS
☐	☐	Were there any changes in dependents?
☐	☐	Were any of your unmarried children who might be claimed as dependents 19 years of age or older at the end of 2005?
☐	☐	Did you have any children under age 18 on January 1, 2007 with interest and dividend income in excess of $850,or total investment income in excess of $1,700?
☐	☐	Has the IRS sent you Form 8836, Qualifying Children Residency Statement?
		INCOME
☐	☐	Did you receive unreported tip income of $20 or more in any month?
☐	☐	Did you cash any Series EE U.S. savings bonds issued after 1989 and pay qualified higher education expenses for yourself, your spouse, or your dependents?
☐	☐	Did you receive any disability income?
☐	☐	Did you have any foreign income or pay any foreign taxes?
		PURCHASES, SALES AND DEBT
☐	☐	Did you start a business or farm, purchase rental or royalty property, or acquire an interest in a partnership,S corporation, trust, or REMIC?
☐	☐	Did you purchase or dispose of any business assets (furniture, equipment, vehicles, real estate, etc.),or convert any personal assets to business use?
☐	☐	Did you buy or sell any stocks, bonds or other investment property in 2006?
☐	☐	Did you purchase, sell, or refinance your principal home or second home, or did you take a home equity loan?
☐	☐	Did you have any debts cancelled or forgiven?
☐	☐	Did anyone owe you money which had become uncollectible?

2006	1040	US	Miscellaneous Questions (continued)

If any of the following items pertain to you or your spouse for 2006, please check the appropriate box and provide additional information if necessary.

YES	NO	
		RETIREMENT PLANS
☐	☐	Did you receive a distribution from a retirement plan (401(k), IRA, SEP, SIMPLE, Qualified Plan, etc.)?
☐	☐	Did you make a contribution to a retirement plan (401(k), IRA, SEP, SIMPLE, Qualified Plan, etc.)?
☐	☐	Did you convert part or all of your traditional, SEP, or SIMPLE IRA to a Roth IRA?
		EDUCATION
☐	☐	Did you receive a distribution from an Education Savings Account or a Qualified Tuition Program?
☐	☐	Did you, your spouse, or a dependent incur any tuition expenses that are required to attend a college, university, or vocational school?
		ITEMIZED DEDUCTIONS
☐	☐	Did you incur a loss because of damaged or stolen property?
☐	☐	Did you work out of town for part of the year?
☐	☐	Did you use your car on the job (other than to and from work)?
		ESTIMATED TAXES
☐	☐	Did you apply an overpayment of 2005 taxes to your 2006 estimated tax (instead of being refunded)?
☐	☐	If you have an overpayment of 2006 taxes, do you want the excess applied to your 2007 estimated tax (instead of being refunded)?
☐	☐	Do you expect your 2007 taxable income and withholdings to be different from 2006?
		MISCELLANEOUS
☐	☐	Do you want to electronically file your tax return?
☐	☐	Do you want to allocate $3 to the Presidential Election Campaign Fund?
☐	☐	Does your spouse want to allocate $3 to the Presidential Election Campaign Fund?
☐	☐	May the IRS discuss your tax return with your preparer?
☐	☐	Did you have an interest in or signature or other authority over a financial account in a foreign country, such as a bank account, securities account, or other financial account?

2006 | 1040 | US | Miscellaneous Questions (continued)

If any of the following items pertain to you or your spouse for 2006, please check the appropriate box and provide additional information if necessary.

YES	NO	MISCELLANEOUS (continued)
☐	☐	Did you receive a distribution from, or were you the grantor of, or transferor to, a foreign trust?
☐	☐	Was your home rented out or used for business?
☐	☐	Did you (or someone on your behalf, including your employer) make contributions to a health savings account (HSA) this year? Or, did you receive a HSA distribution or acquire an interest in an HSA due to the death of the account beneficiary?
☐	☐	Did you have a medical savings account (MSA), a Medicare Advantage MSA, or acquire an interest in an MSA or a Medicare Advantage MSA because of the death of the account holder? Or, were you a policyholder who received payments under a long-term care (LTC) insurance contract or received any accelerated death benefits from a life insurance policy?
☐	☐	Did you incur moving expenses due to a change of employment?
☐	☐	Did you engage the services of any household employees?
☐	☐	Were you notified or audited by either the Internal Revenue Service or the State taxing agency?
☐	☐	Did you or your spouse make any gifts to an individual that total more than $12,000, or any gifts to a trust?
☐	☐	Did you add any energy efficient improvements (insulation systems, exterior windows and doors, metal roofs) to your home in 2006?
☐	☐	Did you purchase a new hybrid vehicle in 2006?
☐	☐	Did you have long-distance telephone service after February 28, 2003 and before August 1, 2006?
☐	☐	If you have an overpayment of taxes, do you want your refund directly deposited to more than one financial account (checking, savings, and retirement)?
		TAX RELIEF FOR HURRICANE VICTIMS
☐	☐	Were you in an area impacted by Hurricane Katrina, Rita, or Wilma?
☐	☐	Did you take a distribution from an eligible retirement plan due to economic loss from Hurricane Katrina, Rita, or Wilma?
☐	☐	Did you provide at least 60 consecutive days of housing in your principal residence, free of charge, for a Hurricane Katrina displaced individual?
☐	☐	Did you have any non-business debt that was discharged due to the Hurricane Katrina?
☐	☐	Did you receive any payments due to Hurricane Katrina, Rita, or Wilma? (These payments may or may not be taxable.)

2006	1040	US	Miscellaneous Questions

If any of the following items pertain to you or your spouse for 2006, please check the appropriate box and provide additional information if necessary.

YES	NO	
☐	☐	Did your marital status change during the year?
☐	☐	Did your address change during the year?
☐	☐	Could you be claimed as a dependent on another person's tax return?
☐	☐	Were there any changes in dependents?
☐	☐	Did you receive unreported tip income of $20 or more in any month?
☐	☐	Did you receive any disability income?
☐	☐	Did you buy or sell any stocks, bonds or other investment property?
☐	☐	Did you purchase, sell, or refinance your principal home or second home, or did you take a home equity loan?
☐	☐	Did you receive a distribution from or make a contribution to a retirement plan (401(k), IRA, etc.)?
☐	☐	Did you convert part or all of your traditional/SEP/SIMPLE IRA to a Roth IRA?
☐	☐	Did you, your spouse, or a dependent incur any tuition expenses that are required to attend a college, university, or vocational school?
☐	☐	Did you incur a loss because of damaged or stolen property?
☐	☐	Did you use your car on the job (other than to and from work)?
☐	☐	Do you want to electronically file your tax return?
☐	☐	May the IRS discuss your tax return with your preparer?
☐	☐	Was your home rented out or used for business?
☐	☐	Were you notified or audited by either the IRS or the State taxing agency?
☐	☐	Did you add any energy efficient improvements to your home in 2006?
☐	☐	Did you purchase a new hybrid vehicle in 2006?
☐	☐	Did you have long-distance telephone service after February 28, 2003 and before August 1, 2006?
☐	☐	If you have an overpayment of taxes, do you want your refund directly deposited to more than one financial account (checking, savings, and retirement)?

2006 Taxpayer Certification

I / We hereby certify that the enclosed information and data contained within the **2006 Tax Organizer** are true and accurate to the best of my / our knowledge. I / We understand that the tax returns will be prepared from the information and data provided to Better Business Ventures, Inc. and that Better Business Ventures, Inc. will not independently audit or verify the information and data submitted. Upon receipt of the completed returns, I / we shall carefully review such returns for any errors or omissions and shall promptly notify Better Business Ventures, Inc. in the event of any discrepancies.

Date: ____________________ Taxpayer: ___________________________

Date: ____________________ Taxpayer: ___________________________
(if joint return)

2006	1040	US	Additional Information

Please furnish any additional information or supporting details not provided elsewhere in this tax organizer.

Engagement Letter for Tax Return Preparation Services

Better Business Ventures, Inc.
PO Box 660186 Sacramento CA 95866
(916) 481-5252 Phone | (916) 244-4458 Fax

Date: ______________________________

Name: ____
Address: ____
City, State, Zip: ____________________________________

Thank you for your interest in our tax return preparation services. In order to minimize any possible misunderstandings as to the scope of the work that you want us to do for you and the payment for such services, this **Engagement Letter for Tax Return Preparation Services** confirms the engagemen, sets forth our understanding regarding the assignment and constitutes our agreement as to the scope of the services and the fees for such services. Please be sure that this letter does in fact reflect your expectations before returning a signed copy to us with the requested retainer.

You have asked us to prepare your current year income tax return and to:

1. ____

2. ____

3. ____

We will be preparing your income tax returns from your data without verification. You will review the returns before signing, mailing or authorizing transmission of them to the government. This engagement is subject to your furnishing adequate documentation for the current year and providing a copy of the prior year tax return if we did not prepare it. Returns are prepared on the basis of information supplied by you without independent verification by us. We assume that you have supporting documentation for all income and deductions. You should retain said documents for for a minimum period of four years. (Supporting documents include, but are not limited to, paid checks, receipts, daily diaries, appointment books, calendars, automobile mileage logs, entertainment records, credit card records, investment records, records reflecting the cost of goods given to charities, real estate records and the like.)

If necessary, we will undertake to prepare current and/or past due returns and/or amended returns for prior years to include any omitted income from such years and/or to submit any returns, schedules or tax forms that should have been filed. If appropriate, we will request a waiver of any penalties -- based on your statements regarding the reasons for not having reported the income or filed the required returns. If the preparation of past due returns is required, we will require a commitment that you will allow us to complete all required returns and schedules for all open years and a retainer for the full amount of the estimated fees.

If you have any unreported income from prior years, we **STRONGLY** urge you to seek help from a tax attorney who is familiar with taxpayer defense law. Although accountants now have some accountant-client privilege with respect to communications between the client and accountant regarding tax matters, such privilege is very limited. By signing this engagement letter, you are in effect waiving the opportunity for privileged communication by retaining an attorney, who would then retain us (or another accountant) to assist him as required.

Because of the extreme size and complexity of the tax law, and the frequent changes in the tax law, we may need to devote some time to search through various reference sources to find answers to questions about various tax issues that are pertinent to the preparation of your return(s). Before undertaking more than two hours of such research, we will contact you and give you the option to (1) authorize us to continue the research, or (2) to seek help from a person who specializes in that segment of the tax law. We will also provide you with suggestions and contact information regarding any tax professionals who are known to be specialists in the subject area. If assistance is provided by other professionals, you will need to (1) enter into a service agreement with such professional, or (2) provide an advance retainer to us for the full amount of any fee that we may become obligated to pay on your behalf.

This agreement includes and incorporates the enclosed **Client Disclaimer Memorandum** which describes the types of services we are not offering to provide and that will not be part of this engagement. The Disclaimer Notice also discusses various matters that could become a source of a misunderstanding relative to your expectations regarding our services.

This engagement agreement does not include specialized tax consulting services or comprehensive tax planning services.

In order to provide the assistance you have requested, we will need the following information from you. Our work will not commence until that information is provided.

1. A complete copy of your most recent personal tax return.

2. A complete copy of your most recent business tax return, if applicable.

3. A complete copy of any information returns you have received for the tax year,

4. An original copy of any W-2 Forms.

5. A client questionnaire

We have agreed that the work you wish us to do for you will be completed no later than ______________, 200__ unless we subsequently and mutually agree to extend the completion date. If an extension of time to file is required, you agree that any late payment penalties or interest that may be incurred because of a delayed filing will be your responsibility.

Fees will be billed when the returns are completed and mailed to you.

You will be responsible for signing the return, for the payment of any taxes and late payment penalties and for the delivery of the returns (with your signature) to the appropriate mailing address of the tax authority, unless you engage us to electronically file your return on your behalf. We will obtain your authorization to do so on the appropriate IRS form

If state income returns are required, the software that we use is able to prepare the returns but we will obviously not be as familiar with the unique state laws as we are in the State of California.

We charge clients a set fee for the preparation of various tax forms and schedules, plus an hourly fee for any required accounting, data analysis, client specific research or similar work. We also charge by the hour for phone consultations, meetings, reading materials provided to us by a client and correspondence (including email) to or from clients.

We will provide the most accurate and most favorable results that we can, but we can't guarantee that the IRS will agree with our position on every part of your return. If your return is selected for an audit or for verification by the IRS, our services to help respond to their inquiries will constitute a separate engagement and we will charge you for that time. All returns are subject to review by taxing authorities. The fee for this engagement does not include any assistance you may need in connection with inquiries, examinations or any subsequent assessment. You agree to inform us, before we accept the engagement, of any correspondence from any taxing authority. You also agree to inform us promptly of any correspondence from any taxing authority regarding any returns we have prepared.

Any estimates provided as to the time required to complete the work you have asked us to do for you is not a guarantee and is not binding.

Based on the preparation of similar returns for other clients, we estimate that the time required to prepare the returns for you will result in total fees of from $_________ to $__________. We will endeavor to keep the time and fees as low as possible, but the most significant element in the time required to prepare a tax return is the quality and the organization of the data needed to prepare the return.

You agree to pay us a retainer of $__________. We will bill you for any additional fees on a progress basis.

The enclosed **Client Disclaimer Memorandum** provides information that might be pertinent to your decision as to whether you wish to retain me as a tax preparer and is therefore enclosed as a part of this agreement.

We make every reasonable effort to avoid any errors or omissions in the services or advice that we provide to clients. However, the tax law is voluminous, ambiguous and constantly changing. Our liability for any errors or omissions will be limited to a full refund of the fees paid and will not include liability for any consequential damages. Any claim for damages will expire within two years of when the final billing is mailed to you. Our liability is also limited to you and any recommendations provided to you may not be used or relied upon by any other parties. Disputes with the IRS regarding the interpretation of the tax law will not constitute an error or omission if you have been advised of the difference in opinion at the time your return is prepared.

Although the tax returns represent our best professional opinion, we cannot guarantee the result. Tax return preparation often involves application of conflicting authorities and interpretations that present varying possibilities of Internal Revenue Service, or other federal agency or state taxing authority challenge. Opinions of various federal and state taxing authorities' personnel and of various courts are often conflicting. Judicial and legislative thought is subject to continual change. Therefore, we can only guarantee our best effort to help you arrive at the lowest legal tax liability. If there are any penalties caused by our effort which are NOT as a result of a choice by you to pursue an aggressive stance on a matter about which you were informed of a potential challenge, then we will pay such penalties. The tax liability and any interest assessed are the responsibility of you, the taxpayer.

Certain types of transactions are required to be disclosed to the IRS and you agree that it will be our decision as to whether a particular transaction is subject to such disclosure.

Tax return fees are based upon the complexity of the returns, tax issues involved, and the general condition of the information you provided to us. Any additional work or bookkeeping necessary to prepare the returns will incur additional fees. Payment can be made by a check or money order payable to Better Business Ventures, Inc. We will provide an invoice for professional services and related costs. **Please note: The payment for tax return fees is required before we release the returns, including e-mailing or transmitting them. There will be no exceptions.**

If you agree to the terms and conditions for the provision of services as provided in this Engagement Letter, please indicate your acceptance by executing the enclosed copy of this letter below and by returning it with the agreed upon retainer.

Very truly yours,

Owen S. Arnoff, CTEC Registered Tax Preparer

I agree to and accept the terms and conditions set forth in the foregoing letter.

Date _________________ By ______________________________________

Name ___________________________________

Client Disclaimer Memorandum

Thank you for your interest in our professional services. The purpose of this **Client Disclaimer Memorandum** is to be sure you have been informed of the services that we do provide and those which we do not provide so that there won't be any misunderstanding as to our duties and responsibilities.

The Services We Provide

Better Business Ventures, Inc. is a California corporation organized to provide a variety of financial services to its clients. The principal representative of Better Business Ventures, Inc. is Owen S. Arnoff. Mr. Arnoff is a California Tax Education Counsel Registered Tax Preparer (CTEC RTP).

Better Business Ventures, Inc. provides tax consulting and tax preparation services for U.S. citizens or permanent residents.

We sometimes prepare multiple years of amended returns for individuals who have failed to file these required returns for a number of years and wish to amend their prior tax returns. Penalties could be assessed at the discretion of the IRS for a delinquent filing and we strongly encourage taxpayers who have failed to file a timely return to first consult with an attorney regarding his or her options.

Services That We Do Not Provide

We are not Certified Public Accountants (CPAs) and we do **not** provide many of the services that are typically provided by CPAs. Such services include (but are not limited to):

1. financial audits
2. compilations or reviews of financial statements
3. business or investment valuation or appraisal services

We do not offer investment advisory services other than to help investors to evaluate the tax benefits, costs and tax suitability of various kinds of investments.

Mr. Arnoff is a licensed life insurance agent in the states of California and Texas, and as such offers insurance products for sale. We assist clients with the evaluation of the tax implications and tax suitability of various life insurance or annuity products.

Mr. Arnoff is a licensed real estate salesperson in the state of California and, as such, offers real estate services generally offered by those holding the same license. We assist clients with the evaluation of the tax implications and tax suitability of real estate holdings.

Neither Better Business Ventures, Inc. nor Mr. Arnoff is an attorney and we do not offer any legal advice to our clients, other than tax advice.

If you wish to retain us for tax preparation services, please sign and date this document and return it to us so we will know you have read it. Prospective clients should read our standard **Engagement Letter for Tax Return Preparation Services**.

New clients will need to provide us a copy of their most recent personal and corporate income tax return and a recent personal and business financial statement.

Yes, I have read this document.

X____

Name (Printed) _____________________________________

Date ______________, 200__