

Intown Tax Advisors

Terms and Conditions

Effective Date: 11/1/2024

Welcome to Intown Tax Advisors ("we," "us," or "our"). By accessing or using our services, you agree to the following terms and conditions ("Terms"). Please read them carefully before engaging with our services.

1. Acceptance of Terms

By using our website, consulting with us, or engaging our tax advisory services, you acknowledge that you have read, understood, and agree to be bound by these Terms and all applicable laws and regulations. If you do not agree with these Terms, you must refrain from using our services.

2. Scope of Services

Intown Tax Advisors provides tax advisory, planning, compliance services, and other financial services as engaged. Our services are designed to assist clients in managing their tax and financial responsibilities efficiently. The specific scope of services will be outlined in an engagement agreement provided to you.

3. Client Responsibilities

To ensure the quality and accuracy of our services, you agree to:

- Provide accurate, complete, and timely information and documents required for our services.
- Review all documents and filings for accuracy before submission.
- Inform us promptly of any changes to your financial or personal information.

Failure to provide necessary information or meet deadlines may impact the quality of our services and your compliance with applicable tax laws.

4. Fees and Payment

- Fees for our services will be outlined in your engagement agreement.
- Payment terms will also be specified in your agreement. Late payments may be subject to additional charges.
- All fees are non-refundable unless otherwise stated in your engagement agreement.

5. Confidentiality and Privacy

We are committed to protecting your confidential information. Please review our Privacy Policy for details on how we collect, use, and safeguard your personal information.

6. Limitation of Liability

While we strive to provide accurate and reliable services, Intown Tax Advisors is not liable for:

- Errors or omissions resulting from inaccurate or incomplete information provided by you.
- Consequences arising from your failure to comply with tax laws or deadlines.
- Any indirect, incidental, or consequential damages resulting from the use of our services.

Our total liability under these Terms shall not exceed the fees paid for the specific service giving rise to the claim.

7. Intellectual Property

All content, materials, and tools provided by Intown Tax Advisors, including our website and documentation, are protected by intellectual property laws. You may not reproduce, distribute, or use any of our materials without prior written consent.

8. Termination

We reserve the right to terminate or suspend our services if you violate these Terms or fail to meet your obligations. You may terminate your engagement with us at any time by providing 30 day written notice, subject to any outstanding obligations.

9. Governing Law and Dispute Resolution

These Terms are governed by the laws of the State of Georgia. Any disputes arising under or in connection with these Terms shall be resolved through one of the following methods:

- **Negotiation:** Both parties agree to first attempt to resolve the dispute through good-faith negotiation.
- **Mediation:** If negotiation fails, the dispute may be submitted to a neutral third-party mediator agreed upon by both parties. The costs of mediation will be shared equally.
- **Arbitration:** If mediation does not resolve the dispute, the matter shall be resolved by binding arbitration in accordance with the rules of the American Arbitration Association. The arbitration will take place in Atlanta, Georgia, and the arbitrator's decision will be final and binding. Unless otherwise agreed, the costs of arbitration, including the arbitrator's fees, will be borne equally by both parties. Each party shall bear its own legal fees.
- **Small Claims Court:** If the dispute qualifies, either party may bring the matter to small claims court in Atlanta, Georgia.
- **Litigation:** As a last resort, disputes may be resolved in the courts located in Atlanta, Georgia, subject to the governing laws of the State of Georgia.

10. Changes to Terms

We may update these Terms periodically to reflect changes in our practices or legal requirements. The updated Terms will be posted on our website with the effective date.

11. Contact Us

If you have any questions or concerns about these Terms, please contact us at:

Intown Tax Advisors
3379 Peachtree RD NE 30326
Atlanta, GA
Phone: 1-800-871-4008
Email: info@intowntaxadvisors.com

By using our services, you confirm your acceptance of these Terms and your agreement to comply with them.