

Thank you for choosing us to prepare your tax return for 2026 (Tax Year 2025). Before we begin, please read and acknowledge the following important information. This protects both you and us throughout the tax preparation process.

1. We Do NOT Work for the IRS

High Tech Tax Prep HUB is an **independent tax preparation service**.

We do **not** represent the IRS, we do **not** control IRS decisions, and we cannot speed up or guarantee the timing of your refund.

We prepare your return based solely on the information you provide.

2. You Are Responsible for the Information You Provide

By using our service, you confirm that:

- All information, documents, and statements you provide are **true, complete, and accurate** to the best of your knowledge.
- You understand that **you**, the taxpayer, are legally responsible for any information submitted to the IRS, even if we assist in preparing your return.
- You agree to upload **all necessary tax documents** to complete your tax return (W-2s, 1099s, IDs, dependent documents, etc.).

We cannot file your return if documents are missing, unclear, or inconsistent.

3. Tax Preparation Fees

Our tax preparation fees are due **regardless of your refund status**.

This means:

- If your refund is **delayed, reduced, offset, or not issued**, **you are still responsible for paying all tax preparation fees**.
- If you select a **Refund Transfer** (fees taken from your refund), and the IRS does not release or funds are not available, you agree to pay your balance directly before your return can be finalized or released.

No exceptions. This protects both you and us.

4. Refund Expectations & Processing Times

Please understand:

- Refund timing is strictly controlled by the **IRS and the banks**, not us.
- Refund amounts cannot be guaranteed until all documents are reviewed.
- Any IRS audits, reviews, identity checks, PATH Act delays, offsets, or holds are **outside of our control**.

We will assist you with guidance, but we cannot override or influence IRS processing.

5. Your Proof & Documentation

If you are claiming dependents, credits, deductions, self-employment income, or education expenses, you acknowledge that:

- You must have **proper documentation** if the IRS ever requests it.
- You must be able to show proof of residency, support, income, expenses, or eligibility where required.
- We will not knowingly claim anything you are not entitled to under IRS law.

This protects you from future penalties or audits.

6. Communication & Follow-Up

You agree to:

- Respond promptly to requested documents
- Notify us if any information changes
- Understand that your return cannot be filed until all steps are completed

We will communicate through email, the TaxesToGo app, text, or phone when needed.

7. Authorization to Prepare

By continuing with our service, you authorize High Tech Tax Prep HUB to prepare your federal and/or state tax return based on the information you provide.

You also acknowledge that you have read this engagement statement and understand your responsibilities as a taxpayer.

Thank you for trusting us with your tax process.

We are here to make your experience smooth, secure, and stress-free — with honesty, accuracy, and professionalism every step of the way. ❤️