

## Consent to Disclose Tax Return Information

Tax return Preparer: Duncan & Duncan, CPAs, LLC

Name of Taxpayer: \_\_\_\_\_

**The Purpose of this Consent is to satisfy taxpayer request to disclose information to:**

Name of Requesting Party: \_\_\_\_\_

Company: \_\_\_\_\_

Method of Delivery (please provide email address, fax number or mailing address):

Email: \_\_\_\_\_  Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Secure File Transfer using Duncan & Duncan, CPAs, LLC Secure File Transfer Site

Describe tax return information to be disclosed including type of tax form, whether the disclosure will include the entire tax return, whether additional supporting documents are to be provided, and tax periods.

Type of Tax Form (i.e. 1040, 1065, 1120, 1120S, etc.): \_\_\_\_\_

Entire Tax Form  Only the following pages/schedules: \_\_\_\_\_

Any Attachments? (W-2s, K-1s, 1099s, etc.): \_\_\_\_\_

Tax periods/years: \_\_\_\_\_

**Federal law requires this consent form be provided to you. Unless authorized by law, we cannot disclose your tax return information to third parties for purposes other than the preparation and filing of your tax return without your consent. If you consent to the disclosure of your tax return information, Federal law may not protect your tax return information from further use or distribution.**

**You are not required to complete this form to engage our tax return preparation services. If we obtain your signature on this form by conditioning our tax return preparation services on your consent, your consent will not be valid. If you agree to the disclosure of your tax return information, your consent is valid for the amount of time that you specify. If you do not specify the duration of your consent, your consent is valid for one year from the date of signature.**

**If you believe your tax return information has been disclosed or used improperly in a manner unauthorized by law or without your permission, you may contact the Treasury Inspector General for Tax Administration (TIGTA) by telephone at 1-800-366-4484, or by email at [complaints@tigta.treas.gov](mailto:complaints@tigta.treas.gov).**

**Warning:** Once your tax return information is disclosed to a third party per your consent, we have no control over what that third party does with your tax return information. If the third party uses or discloses your tax return information for purposes other than the purpose for which you authorized the disclosure, we are not responsible for that unauthorized disclosure, and federal tax law may not protect that unauthorized disclosure.

If you would like Duncan and Duncan, CPAs, LLC to disclose your tax information described above to the above third party, please provide the information requested below, and sign and date your consent to the disclosure of your tax return information.

I, \_\_\_\_\_, authorize Duncan & Duncan, CPAs, LLC to disclose to \_\_\_\_\_ the tax return information described above. I understand that if my consent authorizes the disclosure of all information contained within a tax return, a more limited disclosure may satisfy the purpose of the consent. Disclosure of the tax return information described above has been specifically requested by me.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_