The Life Financial Group, Inc.
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Wealth Management from a Biblical World View since 1978
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January, 2012

Tax Preparation Agreement

Dear Friends:

This letter serves to confirm our engagement with you and to clarify the nature and extent of the tax preparation services we will provide. We ask all clients to sign and return a copy of this Agreement.

Using information you provide to us, we will prepare your 2011 federal tax return. List any state or local returns you would like us to prepare in this space______________________________.

We will not audit or otherwise verify the data you submit, although it may be necessary to ask you for clarification of some of the information. We will furnish you with worksheets to guide you in gathering the necessary information to assist in keeping pertinent information from being overlooked.

You agree that the information you are supplying to us is accurate and complete to the best of your knowledge and that your expenses for meals, entertainment, travel, business gifts, charitable contributions, dues and memberships, and vehicle use are supported by records as required by law. You should retain all documents pertaining to your income and deductions. These records may be necessary to prove the accuracy of your returns to a taxing authority. You have the final responsibility for the income tax returns, therefore you should review them carefully before you sign them.

We will use professional judgment in resolving questions where the tax law is unclear. Unless otherwise instructed by you, we will resolve such questions in your favor whenever possible. We may render such bookkeeping assistance as determined to be necessary for preparation of the income taxes returns after discussing any additional cost with you.

The law provides various penalties that may be imposed when taxpayers understate their tax liability. These penalties can be substantial. If you have questions on the amount or the circumstances of these penalties, please contact us.

You must review your return and sign it or sign an authorization form before the return can be sent to the government. We are not responsible for the length of time it takes the IRS to process your return. Our fees for tax services are based on the number and complexity of the tax forms required. Invoices are due upon receipt. If not paid within 60 days, interest of 1% per month (12% per annum) will be charged on any outstanding balance.

Your returns may be selected for review by the taxing authorities. Any proposed adjustments by the examining agent are subject to certain rights of appeal. In the event of such government tax examination, we will be available upon request to represent you at an additional cost. Our fee for these services will be based upon the amount of time required at standard billing rates plus out-of-pocket expenses. All invoices are due and payable upon presentation.

If the foregoing fairly sets forth your understanding, **please sign this letter in the space indicated and return to it to our office**. If not, or if there are other tax returns you expect us to prepare, such as gift, personal property or other jurisdictions' income taxes, please inform us by noting so at the end of the returned copy of this letter.

Thank you for this opportunity to work with you.

The Life Financial Group, Inc.

Accepted by: ______________________________________ Date: _________________________

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PRIVACY DISCLOSURE

Under the Gramm-Leach-Bliley Act of 1999, financial institutions must provide their customers with a "clear and conspicuous' notice about their privacy policies and practices; the conditions under which they disclose nonpublic personal information about consumers to nonaffiliated third parties; and how consumers can prevent the disclosure of their information. You already may have received such notices from the banks and brokerage firms with which you do business.

Following the passage of this legislation, the Federal Trade Commission (FTC) issued details rules on these privacy notices, including to whom they should apply. In those roles, the FTC defined "financial institutions" to include all those who provide "financial or investment advisory services." <u>In turn, the FTC rules chose to broadly interpret "financial or investment advisory activities" to cover "tax planning and tax preparation."</u>

In compliance with the FTC rules, printed below is our firm's current Privacy Disclosure Statement. Be assured that this firm has always considered our professional relationship with you to be one requiring the utmost trust and confidence. Please do not hesitate to call us if you have any questions whatsoever above this notice.

The Life Financial Group, Inc., does not disclose any nonpublic personal information about our clients, without permission, to anyone except (1) as absolutely required by law or (2) as needed by our employees to provide services or products to you. We maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

If you have any concerns about the disclosure of your personal information to a third parties, or wish to stop any disclosure that has been noted above, you may call the following number (610) 385-4500 or write to: The Life Financial Group, Inc., 978 Ben Franklin Highway, Douglassville, PA 19518.