

Please e-mail copies of all tax returns through a secure e-mail server.

Please enter your e-mail : \_\_\_\_\_

(with the slowdown of mail delivery we recommend you select the e-mail option to insure your timely receipt of your tax return)

or

I prefer a paper copy of my return

**The Accountants Group, Inc.**  
**2021 FinCEN 114 Engagement Letter**

Current requirements of our profession require that we formalize the arrangements and conditions of our engagement. We therefore submit this letter to you and would like to emphasize the following matters pertaining to our engagement:

1. You have engaged The Accountants Group to prepare a Financial Crimes Enforcement Network Form 114 (FinCen 114) Report of Foreign Bank and Financial Accounts
2. This form is not an Income Tax related form and as such is not included as a part of your requirement for filing your income tax return. This form is filed with FinCen, an agency of the U.S. Department of Treasury in compliance with the Bank Secrecy Act. FinCen may share the information in this report with other federal and state agencies, including the Internal Revenue Service.
3. You are responsible for informing us of all foreign financial assets and interests, including any financial interest in, or signature authority over assets, or financial accounts located in a foreign country. This includes all foreign assets and interests whether held directly in your personal name or through an entity located in a foreign country, such as a corporation, partnership or trust. You understand that this definition of what is to be reported is not all inclusive and have been told about the onerous penalties you will incur if we are provided inaccurate or incomplete data. For this reason we request that you disclose all items that may possibly fall within these categories and discuss anything that may be subject to reporting.
4. You are responsible for maintaining records to support the entries on this form.
5. We prepared this FinCEN 114 for the purpose of your complying with the various Federal filing requirements. We did not prepare this form to benefit or influence any third party to obtain credit or for any other purpose. As a result, you agree to indemnify (including payment for our time at normal billing rates, all expenses and reasonable legal fees) and hold harmless our firm and any of its principals, employees, agents, or assigns with respect to any and all claims arising from the use of the FinCEN 114 for any other purpose.
6. We prepared your FinCEN 114 using only information that was provided by you. You acknowledge that you will review the return and verify that all the entries are accurate and advise us immediately if there are any misstatements or omissions. You further acknowledge that, while we may have enquired about things you may have omitted, we have not audited or otherwise verified the information contained on the form. You agree to notify us immediately should you find any errors, misstatements or omissions on the form.
7. You agree to pay us for providing our services at our normal billing rates. We are occasionally required to attend court hearings and depositions due to our relationship with you. We will invoice you for time spent and expenses incurred at these activities at our normal rates. You agree to pay invoices that we send you within thirty days of receipt of such invoice and to reimburse us for all collection costs, including collection agency and attorney fees, should you not pay our invoice(s).

By signing this Engagement Letter I certify that I have disclosed all of my (our) foreign accounts, including account held by a foreign entity and accounts that I (we) only have signature authority over, that all of the data shown on the form was provided by me and that the information is, to the best of my knowledge, accurate and complete. I hereby authorize The Accountants Group, Inc., to prepare my (our) FinCEN 114 Form and acknowledge that I have read, understand and agree with all of the items listed and the conditions set forth in this Engagement Letter and acknowledge that I (we) have the appropriate receipts and records to document the items that have been included on the Form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please print name

**Note: We will not be able to file your FinCEN 114 until we have a signed Engagement Letter**