

REQUEST FOR COPIES OF RETURNS

I/We the undersigned hereby request Paul Marciano CPA, LLC to provide me with a copy of the tax returns noted below that were prepared for me/us by Paul Marciano CPA, LLC:

<u>Year</u>	<u>Type of Return (e.g., IRS Form 1040, IRS Form 1120, Massachusetts Form 1, etc.)</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

1. **I/We acknowledge and agree that Paul Marciano CPA, LLC will provide the requested copies only to me/us and will not provide them to any third party, even if requested to do so.**
2. **Electronic Copy:** I/We acknowledge and understand that if requested, Paul Marciano CPA, LLC will electronically deliver to me/us an encrypted copy of the requested return(s) at no charge.

If you want to receive the requested tax return(s) electronically, please sign below and clearly print the email address you want the return sent to. Return to our office this form duly signed by you.

Yes, I want to receive the requested return(s) electronically.

Signature: _____ **Signature** _____

Email Address: _____

3. **Paper Copy:** I/We acknowledge and understand that Paul Marciano CPA, LLC will send me/us a paper copy of the requested return(s), first class mail to the address noted below. ***I/We acknowledge that there is a \$75 charge for each return requested, payable to Paul Marciano CPA, LLC in advance of mailing the requested return(s).***

If you want to receive a paper copy of the requested tax return(s), please sign below and clearly print the address you want the return sent to. Return to our office this form duly signed by you and a check in the correct amount payable to Paul Marciano CPA, LLC.

Yes, I want the requested return(s) to be mailed to the address noted below.

Signature: _____ **Signature** _____

Address:
